

**DRAFT MINUTES**

ROLL CALL: Katy Beem (Zoom), Travis Letellier (Zoom), Alexis Oskolkoff (Zoom) Greg Redlin (Zoom), Gabrielle Strouse (Zoom)

ABSENT: Eric Young

OTHERS PRESENT: Daniel Burniston (Library Director, Secretary), Amanda Raiche (Youth Services Librarian)

On a motion by Redlin, seconded by Beem, the minutes of the November 19, 2021, meeting were approved. All present voted aye.

On a motion by Redlin, seconded by Beem, the agenda was adopted. All present voted aye.

There were no visitors to be heard.

On a motion by Redlin, seconded by Beem, the reports of the Director were approved. All present voted aye.

**REPORTS:**

**Foundation** –Three new mobile whiteboards are the remaining 2021 project that is still pending. The order was picked up on 12/8/2021 but was lost in transit by YRC freight. A new order has been placed so delivery will be delayed. The back-ordered wireless microphones for the Kozak Room project are now anticipated to arrive in mid-April.

**Friends** – Used book sale dates for the Friends of the Library bookstore have been set for the second Friday and Saturday of the month January through June. The first sale of the year was held on January 14<sup>th</sup> and 15<sup>th</sup> last weekend.

**OLD BUSINESS:**

**COVID-19 Operational Review** – The Library Director provided a summary of the current state and county COVID-19 situation. The current situation including the latest news and guidance was discussed.

Since the start of the year, a rapid increase in COVID-19 case numbers has been seen at the national, state, and local levels. On 1/10 the Vermillion School District implemented a district-wide mask mandate in all VSD buildings and all buses due to rapidly rising case numbers. Considering this decision, the library implemented a mask requirement for children aged 2-18 for two weeks through 1/21/2022.

On a motion by Oskolkoff, seconded by Redlin, the Library Board approved the Library Director deciding regarding the extension of the mask mandate after reviewing the end-of-week report from the Vermillion School District and whether they extend their mandate. Possible short-term cancellation of some programs was also approved at the discretion of the Library Director based on program attendance numbers, mask-wearing compliance, and local case numbers. All present voted aye.

## **NEW BUSINESS:**

**Library Staff Appreciation Dinner** – The Library board discussed the annual Library Staff Appreciation Dinner that is usually held around February. Due to the high case numbers, the closure of Red Steakhouse, and the recent Christmas activities, the decision was made to postpone this event until later in the year. Some possible short-term alternatives were also discussed. Further discussion was tabled until later in the year.

**Public Library Association Library Metrics and Trends information** – The Library Director provided a brief demonstration of the new Public Library Association (PLA) “Library Metrics and Trends” service. An overview was given about how to log in, and how to access the dashboards that provide a comparison between peer libraries. The Library Director noted that PLA has assigned the library to an initial peer group of broadly similar libraries. However, with our subscription, we can create custom comparison groups. The Library Director has created a South Dakota Public Library Group and a South Dakota Medium-Sized Libraries 10k – 40k service population group.

**2022 Clay County Funding Update** – The Library Director shared a report on the December 28 Clay County Commissioners meeting and the end of year Resolution and Hearing for Supplement of Budget. No additional changes were made to allocate funds to the public library for 2022 at this time. It was indicated that there were no funds available. Commissioners Hammond and Smith stated that finding and restoring county funding to the library as soon as possible was a priority for them. Commissioner Packard stated this was true for all those outside agencies that lost funding in the final 2022 budget. The Library Board discussed the impact of this decision on continuing to provide free library cards to County residents in 2022. An offer from the Vermillion Public Library Foundation to cover the lost funding for 2022 was also discussed. On a motion by Redlin, seconded by Beem, the decision was made to continue to offer free library cards to County residents in 2022 and to accept the Library Foundations offer. All present voted aye. The library will submit its annual budget request to the Commissioners around the middle of the year for 2023. The Library Board will revisit this topic later in the year when more is known about the proposed jail and law enforcement center project and the 2023 County budget.

**2022 Library Survey Results** – The Library Director provided a summary of the results of the December 2021 Library Services Survey. This item was informational only and supported the next item on the agenda.

**Annual review of the strategic plan** – The Library Strategic plan was reviewed for 2022 to see if any updates or changes were needed at this time. One update was identified in Goal Five to remove the statement regarding the publication of the “18 Church Street” column in the Equalizer. This local resource has ceased publication, so this is no longer possible. Regular press releases and advertisements continue to be sent to the Plan Talk and the Broadcaster. On a motion by Oskolkoff, seconded by Strouse, the proposed updated Strategic Plan for 2022 was approved. All present voted aye.

The next meeting is scheduled for Friday, February 18<sup>th</sup>, 2021, at noon.

On a motion by Redlin, seconded by Oskolkoff, the meeting was adjourned at 1.15 pm.

Respectfully submitted,  
Daniel Burniston  
Library Director