

**DRAFT MINUTES**

ROLL CALL: Diane Leja, Martha Muellenberg

ABSENT: Kelsey Collier-Wise, Greg Redlin, Gabrielle Strouse, Katy Beem

OTHERS PRESENT: Daniel Burniston

Due to the absence of a quorum no action was taken, and no business was conducted.

There were no visitors present to be heard.

**REPORTS:**

**Foundation**

It is anticipated that a meeting date will be set for the near future for the annual Library Foundation meeting.

**Friends**

The March Friends of the Library Book Sale raised \$554 despite difficult weather conditions.

The Friends of the Library annual Literacy Lunch normally held in April is being delayed until later in the year. The Friends are considering a fall event depending on the availability of a speaker/presenter.

The Friends will be assisting with the Paul Horsted: Black Hills presentation during National Library week on 4/8/2019 from 7pm-8.30pm. The Friends will be providing refreshments for a meet & greet starting at 5.30pm before the presentation.

**OLD BUSINESS:**

The Library Director Reported that that the annual report was presented to and accepted by the City Council on March 4<sup>th</sup>. The completed report and overview information was sent via mail and email to the Clay County Commissioners on March 6<sup>th</sup>. The Director offered to present the report at an upcoming Commissioners meeting. The completed report was submitted to the South Dakota State Library and accepted on March 7<sup>th</sup>.

**NEW BUSINESS:**

**Annual Review of Library Bylaws**

The Public Library Voluntary Accreditation Standards of the South Dakota State Library require that the Library's Bylaws are reviewed at least every three years. The Library Board has reviewed the bylaws annually in recent years. The Library Director noted that there were no essential revisions required at this time. The Library Director noted the board may want to consider an update regarding quorum due to occasional issues of multiple board members being unavailable. The current bylaws state that a simple majority is required for a quorum. By most definitions that would indicate more than 50% of board members being present and so would require four board members. A revision to the effect that "A quorum for the transaction of business at any meeting shall consist of three members of the board" would provide additional clarification and may help avoid potential issue of no quorum being present. It may also be worth clarifying in the bylaws that the chairperson may vote upon and may move or second a proposal as the question had come up in the past. Further discussion was tabled until a later date due to the lack of a quorum.

### **FY2020 Budget Discussion**

The Library Director noted that the Library Board annually prepares and submits budget request to the City Council. In 2018 the board requested that initial discussion begin earlier in the year. The City of Vermillion annual budget request process traditionally begins about the end of May. Department heads receive a Personnel Worksheet and Budget Document to fill out and return to the City Manager's Office during the first part of June. In late June or early July, the City Manager normally meets with department heads to discuss their budget requests. In August the City Budget proposal is presented to the City Council.

The Library Director noted that there were no known or anticipated major changes to operating expenses coming up in the next year, beyond normal annual inflationary/subscription increases. The Director noted that some minor adjustments may be proposed based on 2017 and 2018 costs and annual fee increases. Discussion followed regarding the Program Aide position and the possibility of evolving this position into a Young Adult Librarian to meet the growing programming and Youth Service's needs.

### **Annual letter from the South Dakota State Librarian**

The Library Director reported that the South Dakota State Library has traditionally sent out a yearly letter to all Public Library Boards. This letter is normally informational in nature providing updates on the annual report, state wide data collection, State Library services and trends in South Dakota Libraries. The Library Director provided a copy of this letter to board members.

### **Institute of Museum and Library Services (IMLS) LSTA Funding, IAL Program & Save the Internet Bill**

The White House released its budget proposal for FY2020. The administration has proposed to eliminate the Institute of Museum and Library Services (IMLS), which provides approximately \$189.3 million in direct funding to libraries through the Library Services and Technology Act (LSTA). The proposal also cuts the Innovative Approaches to Literacy (IAL) program administered by the Department of Education. These funds are necessary for libraries to continue to receive the important support offered by the State Library.

Also, On March 6th, legislators introduced the Save the Internet Act of 2019. The purpose of the bill is to reverse actions taken by the FCC in 2017 and go back to protections adopted by the FCC in 2015 that limited an Internet Service Provider (ISPs) from controlling the information that we can access.

The Library Director provided information from ALA on the importance of advocating for IMLS Funding and the Save the Internet Act. Information was provided for contacting our representatives to encourage them to support the bill and appropriations.

The next meeting is scheduled for Friday, April 19th, 2019 at 11.00am.

The meeting was adjourned at 11.54pm.

Respectfully submitted,

Daniel Burniston  
Library Director