

DRAFT MINUTES

ROLL CALL: Diane Leja, Greg Redlin, Katy Beem, Kelsey Collier-Wise, Gabrielle Strouse

ABSENT: Martha Muellenberg

OTHERS PRESENT: Daniel Burniston

On a motion by Redlin, seconded by Collier-Wise, the minutes of the June 21, 2018 meeting were approved. All present voted aye.

On a motion by Redlin, seconded by Collier-Wise, the agenda was approved. All present voted aye.

There were no visitors present to be heard.

On a motion by Collier-Wise, seconded by Redlin, the reports of the director were accepted. All present voted aye.

On a motion by Collier-Wise, seconded by Beem, the June expenditures were approved. All present voted aye.

REPORTS:

Foundation – The \$5,000 grant that was awarded as part of the Navigant Community Connection Program has been received and deposited with the Foundation. We also ordered and received a new laptop to replace our aging presentation laptop. The new laptop has a built in HDMI connection making it easier to connect to the AV cart and Kozak Room TV without the use of an adapter.

Friends – The Friends are finalizing plans for the visit of New York Times bestselling author Craig Johnson. The author of the Longmire Series, now a Netflix TV Series, will be with us on August 19th. There will a book club group on the 6th of August covering the first book The Cold Dish. On Aug 19th there will be an Author Meet & Greet at Careys at 4.30 with the Author Presentation and Book signing at the Library at 6.30. Tickets for the Presentation are \$5, for both events \$20.

The Friends supported the purchase of a portable PA system for the Kozak room for presentations, it is also mobile and can be used elsewhere as needed.

The Friends agreed to cover the cost of the landscaping work on the library flower beds. The project, including new weed liners and rocks (work completed by Parks & Rec staff), will offer a longer term and lower maintenance solution.

OLD BUSINESS:

The Library Director met with the City Manager and City Finance Officer to review and answer question on the library's 2018 Revised and 2019 draft budget. The Library Director provided a one-page overview of the proposed changes/updates for Library Board members. On a motion by Redlin, seconded by Collier-Wise, the 2018 revised and 2019 draft budget were approved. All present voted aye. City Council budget work sessions are planned for Aug 15 & 16 and will be held in the City Hall large conference room, the schedule for individual departments has not yet be finalized. In lieu of the August Library Board meeting, Library Board members are encouraged to attend the library's budget presentation. The Library Director will follow up with more information about the schedule once finalized.

The Library Director provided a handout covering the background and core goals of our current strategic plan. Also included was an overview of where we stand with our current goals, and comparison of statistics with other South Dakota Libraries. Library Board members were asked to review the information and consider any questions or ideas they had for further discussion in the September meeting as we begin to work on developing a new updated strategic plan.

NEW BUSINESS:

The Library received a notice from First Bank & Trust regarding our saving account going into an inactive status due to no activity. A deposit or withdrawal would need to be made to prevent the account from going inactive, and to avoid a reactivation charge. On a motion by Collier-Wise, seconded by Redlin, the decision was made to move \$10,000 from our checking account at Bank of the West to our savings account at First Bank and Trust. All present voted aye.

There was discussion regarding the setup of our bank accounts which have been established for some time. The Library Director will provide information regarding our account setup, requirements and current interest rates with Bank of the West and First Bank & Trust for the next meeting.

The Library has been asked to join as a sponsor of the August 16th Thursday on the Platz when the Beards will be performing. The night is being promoted as a non-profit night with the Library, WH Over, United Way and other potential groups participating. Sponsorship costs \$500 and will split between the participating organizations and business sponsors. The library will have a table on the night to provide information and promote library services. On a motion by Collier-Wise, seconded by Redlin, the decision was made to be one of the sponsors and participate in the August 16th event. All present voted aye.

The next meeting is scheduled for Thursday, September 20th, 2018 at 11am.

On a motion by Collier-Wise, seconded by Redlin, the meeting was adjourned at 12:04 pm.

Respectfully submitted,

Daniel Burniston
Library Director