

**Custer County Library Board
Minutes**

March 14, 2018

Custer County Library

The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, March 14th in the Library Conference Room. Members in attendance were Pat Hoffman, Jim Laverick, and Marcy Swanda, with Seyward Rittberger presiding and Doris Ann Mertz recording minutes.

AGENDA CHANGES/CORRECTIONS

MINUTES

- ❖ **February 21st Board Minutes:** *Jim moved to accept the minutes as presented. Marcy seconded the motion. The motion carried.*

TREASURER REPORT: *Marcy moved to approve the treasurer's report. Jim seconded the motion. The motion carried.*

- ❖ **GENERAL CHECKING :** **\$24,659.38 as of 2/28/18**
- ❖ **COUNTY SPREAD SHEET:** **Balance \$172,661.13; Expended 14.87%**

LIBRARIAN REPORT: *Trustees received a hard-copy of the Librarian Report for March discussing the topics below and including the Library statistics for February. The Report is attached to and is part of this month's Minutes.*

- ❖ **Foundation**
- ❖ **YMCA**
- ❖ **Peppermint Foot Scrub**
- ❖ **Book Chat**
- ❖ **Dr. Seuss's Birthday Party**
- ❖ **MyChart Help**
- ❖ **Website Mock-up**

UNFINISHED BUSINESS:

- ❖ **SD Public Library Survey (Annual Report)**
Doris Ann presented and submitted the 2017 Annual Report to the County Commission on March 7th. She provided a copy of the cover memo, promotional flyer, and return-on-investment calculation to Jason Ferguson of the Chronicle. She hopes his coverage of the meeting in today's paper will include some of the highlights of the library's annual report.

NEW BUSINESS:

- ❖ **1,000 Books Before Kindergarten**
Doris Ann reviewed her plans to launch a 1,000 Books Before Kindergarten program at the Custer and Hermosa Libraries. She received some suggestions from the trustees. She plans to work with Kate Najacht of the Chronicle to develop some articles with research-based statistics on the importance of reading to children from birth. She hopes the Chronicle will celebrate the achievement of each child who reaches 1,000 books by putting their picture and a short interview about their journey in the paper. She would like to have an outline for the program and some promotional information before the WIC Open House and Hermosa Family Fun Night next week.
- ❖ **Strategic Plan Review & Update**
The current strategic plan was adopted in January of 2017 and required an annual evaluation of the goals and objectives. Doris Ann updated the trustees on progress made toward certain objectives and challenges encountered in pursuing certain objectives. She collected their input on suggested revisions and additions. She will incorporate the input into a revised plan, send the plan out for review and input, and present the revised plan for adoption at the April meeting.
- ❖ **Sam's Club Membership Opportunity – not covered.**

ANNOUNCEMENTS:

- ❖ Bluebird Box Building Workshop with CSP – this evening at 4:30 p.m.
- ❖ MyChart Sign up with Regional Health – Tuesdays in March, 1:00-3:00 p.m.
- ❖ Family Fun Night at Hermosa Elementary School – Thursday, March 22nd @ 4:30 p.m.
- ❖ Book Chat – March 29th at 4:30 p.m.
- ❖ AARP Tax Preparation on Mondays
- ❖ Long-Term Care Insurance Information Program – March 28th @ 5:30 p.m.
- ❖ Taxpayer Education Program by SD Dept. of Revenue – March 29th @ 6:00 p.m.

ADJOURNMENT: *The meeting was adjourned at 2:15 p.m.*

NEXT MEETING: *April 11th at 1:00 p.m.*



Doris Ann Mertz
Secretary/Treasurer

Librarian Report – March, 2018

Foundation Update: The Foundation held a meeting on February 22nd. A copy of the (as yet unapproved) minutes of that meeting are attached. Peary Wilson was selected to serve on the Foundation to replace Kay Walsh, who submitted her resignation. Ann Snow was elected President and Laura Burns was elected Secretary/Treasurer. The donor tree has been installed, and we have received many positive comments about it. The Foundation manned a booth at the Trade Show on March 3rd. Visitors could fill up a bag or box of books and make a free will donation. They collected almost \$200. They also had brochures showing the new donor tree and the donor levels to hand out. Ann, Kay, Laura, and Doris Ann volunteered at the booth. B/A

YMCA: The YMCA has resumed visiting the library. They used to bring the morning and evening ½ day preschool groups twice each month. Now, they are bringing them once each month and bringing the full-day pre-school once each month. It was nice to introduce a whole new group of kids to story-time and the library. There are 10 kids in each of the ½ day groups, and 20 in the full day group. So, 40 kids now look forward to their monthly field trip to the library in the big, green bus.

Peppermint Foot Scrub: Rebecca Griffin led an essential oils “make-n-take” program on Friday, February 23rd. She taught the class and led the program; the library purchased the supplies. The 13 attendees made a Peppermint Foot Scrub to take home. The crowd would have probably been larger if not for the school make-up date. One of the participants later told me how much she appreciated the library hosting various workshops through the winter because it gave her something to look forward to, a chance to learn something new, and a chance to meet new people.

Book Chat: The February Book Chat, led by Amy Kirk, was held on the 22nd and had 11 participants. This Book Chat was unique in that we had a higher percentage of men than normal. We had 5 guys show up and share the latest book they had read. It’s nice to see people so excited to talk about the books they are reading and see them exchanging books after the program. The library has also benefitted by learning of new books that readers would like for us to purchase and by increased demand for books that the participants rave about.

Dr. Seuss’s Birthday Party: The library hosted a birthday party for Dr. Seuss on March 2nd during the Story-time hour. We enjoyed books, coloring, watching the Sneetches’ cartoon, eating birthday cake, and playing games. We had 19 children and 10 adults in attendance. Each child left with a Dr. Seuss bookmark, pencil, eraser, and small note pad.

My Chart Sign-Up Help with Regional Health: We are offering the opportunity for members of the community to drop by the library on Tuesdays from 1:00 to 3:00 p.m. during March to sign up for My Chart with assistance from Regional Health employees. We had only 1 person take advantage of this service on Tuesday, March 6th. An article about this opportunity was in the March 7th Chronicle, so I expect more participants in the future.

Website Update: We have paid \$1,000 to Mile-Up Marketing for completion of Phase 1. We have received the Mock-up of the Home Page that was part of Phase 2. I haven’t yet received Mock-ups of the internal pages. I have completed instructions on “How to Find and Request Materials from the Library” for the FAQ page. I’d appreciate it if someone would like to volunteer to try out the instructions and provide feedback.