**Custer County Library Foundation**

**Annual Meeting Minutes**

**January 30, 2020 Custer Library Conference Room**

**Call to Order:** The Custer County Library Foundation (CCLF) Council was called to order Thursday, January 30, 2020 at 9:30 a.m. in the Custer Library conference room. Foundation Members in attendance were Ann Snow, Seyward Rittberger, Laura Burns, Rose Kor, and Doris Ann Mertz, and new Council Member Katherine Wakefield.

**Agenda Review:** President Snow presented the agenda for the meeting.

**Minutes of December 20, 2019 Meeting:** The minutes from the previous meeting were reviewed, Seyward made a motion to approve with second to motion by Rose. Minutes were approved and will be placed on file.

**Treasurer's Report:**

**Checking Account.** Current balance is $4805.83. A donation deposit included $100 in Memory of Vickie Urban, a $500 from Roger and Mindy Weber and $5 Weber membership for a total deposit of $605.00. Petty cash balance is $4.12.

* The 2019 Custer County Library Foundation Financial Report was presented with the supporting spreadsheets for the checking account and the Edward Jones Investments. The motion to accept the Financial Report was made by Rose and second by Seyward. Report was approved and will be used in future grant applications as well as audit with Custer County.
* First Interstate Bank will be charging $2.00 per month for paper Account Statements. A motion was made Rose and second by Seyward to make application for electronic banking. This was approved by the Council so Doris Ann will remain the account contact for the electronic access.

**Edward Jones Investments:**

* Laura wrote a check for $6682 to Edward Jones in December. Kris Zerbe has purchased Invesco Money Market shares with the $6682 which had no fees.
* The ending balance of $298,517.19 for 2019 as shown on the attached report shows an overall increase of $35,993.91; a 14.1% increase for the year.

Memberships paid today: Rose($5 membership, $20 donation), Doris Ann, Ann Snow, Seyward, Laura.

Motion made for Doris Ann to send in request for leaf engraving; second and approved for Doris Ann to supplement the **Giving Tree**.

**Library Board and Librarian Report:**

* Facilities Improvement Committee: (Doris Ann and Rose are members)

Construction designs are being prepared for the Library Addition with a proposed construction start date of March 1. Contract amount is $182,000. The Sliding Wall cost estimate from the building contractor is an additional $7400. The Foundation wants to include the divider wall for the conference room in the initial drawings as the costs are likely to go up later. The motion to include this wall in the initial drawings was made by Rose and Laura second. The approved decision to include the wall will be discussed with the contractor by Doris Ann and Craig Hindle, liaisons for the Contract. (Reminder: The commitments for the Library Addition are $150,000 Custer County, Foundation will support additional needs up to $150,000).

* Custer County Library won the Christmas Tree Contest at Custer State Park, with Sole Sisters Hiking group placing second among the 557 votes cast at the Visitor Center.
* Meetings for Custer County Library Board will be third Wednesday of month to enable financial status available for meetings. The Library Board is obligated to meet 10 months per year. February 2020 meeting will when the new officers will be elected.
* The attached Librarian Report has use statistics from the last year. Some highlights include; Overdrive use went up 40%, WiFi use went up 42% in Custer and 300% in Hermosa, program attendance went up in both locations, daily visitation is down slightly. Targeted donations have had a huge increase in the Small Book Collections with emphasis on early reading programs.
* Hermosa Library will pursue increased internet speeds for the computers.
* AARP free tax preparation will be held on Mondays in February. Dial 211 to make an appointment.
* Lila Van Wie Endowment from Custer Lutheran Fellowship awarded the Library $1000 for youth programs. The Hermosa Library received an anonymous donation of $1000 for books purchase.

**Unfinished Business**

* Future meeting times will be best for Council members on Thursday afternoons.

**New Business**

* Edward Jones Update-Kris Jerbe went through several aspects of our investments. We are well diversified, have cash readily available for Addition costs, and look good going into 2020. The Guided Solutions fund has a return of $215.83 so far in January and the Regular account return of $300.95. Since the opening of the accounts they have earned annual returns of 5.90% and 5.66% respectively. Thank you to Kris for explaining our Portfolio elements.
* Council Position is still open to fulfill Terry Reetz's term.
* Ann cast a unanimous ballot with Rose second and motion carried for the slate of officers

Election of Officers:

President-Rose Kor

Vice-President-Katherine Wakefield

Secretary/Treasurer-Laura Burns

Member At-Large-Seyward Rittberger (Replacement Patricia Hoffman.)

* Conflict of Interest Statements were presented, signed and returned to Doris Ann
* Custer Trade Show - Saturday February 29, 9:00-3:00, Custer Elementary School
  + Rose will complete the form for booth space and submit to the Chamber
  + Setup will be 2-4 Friday; Seyward will bring her pickup. Doris Ann will have books, “Black Hill Reads” donation of books for children, she may have Dr. Seuss items, the Building Addition drawing will be available to display, and Flyers for Build the Library.
  + Booth Staffing: Rose-9-12, Katherine 12-3, Laura 10-2.
  + Rose will get a Jenny’s Floral gift certificate ($50 donation)
* Buffalo Bites are not getting out to some members emails as they appear to go into spam.
* Doris Ann and Rose will work on a Black Hills Energy Foundation Grant; it would be great if we could get enough to sponsor a Conference Room ($25,000) in the Building Addition.

**Future Meetings:**

Next Meeting will be March 5 ,2020, 1:00 a.m.

The meeting was adjourned at 11:06 a.m.

Laura Burns

Secretary/Treasurer

Attachments: Financial Summary, Account Statements