**Custer County Library Foundation**

**Meeting Minutes**

**September 10, 2020 Custer County Pine Room**

**Call to Order:** The Custer County Library Foundation (CCLF) Council was called to order Thursday, September 10, 2020 at 12:58 p.m. by President Kor. Foundation Members also in attendance were Katherine Wakefield, Laura Burns and Doris Ann Mertz. All participants wore face masks and were at least six feet apart during the meeting.

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

**Minutes of July 9, 2020 Meeting:** The minutes from the previous meeting were reviewed on-line, again at the meeting and were approved and placed on file.

**Treasurer's Report:**

* **Checking Account** Current balance of the checking account is $7,712.12.

Donations since the last meeting include:

Freda Mantei (New Mexico) $150

Kristy Ward (monthly PayPal commitment) $ 50

* **Edward Jones Investments:** The ending balance of $303,294.56 with a positive increase from the previous month of $4,777.37 as shown on the attached report. This is an overall decrease for the year of 1.6%.
* **South Dakota Community Foundation Fund** value is $15,248.68; available for distribution $3,881.21. This fund has had a loss of $81.37 since January.
* **Thank you** cards and/or letters have been sent to all those that donated listed above.

**Library Board and Librarian Report:**

* **Facility Construction Contract Update**: Doris Ann provided the Building Fund expenditure itemized list (tables, chairs, file cabinets, desk, Create Room Box, etc. See attached list)
  + Yet to purchase: Refrigerator, white boards, clocks, coat racks, trash cans, bulletin boards, etc.
  + Future Foundation payment will be made to Custer County Treasurer for the balance they are carrying for the purchases.
* **Back parking** **lot** replacement by Rosebud Construction. County Commission asked for a 4” of concrete at cost of $45,180 to resurface the back parking lot. Framing for sidewalks is done.
* **Library Addition Room Status**. Tour of new structure after the meeting.
* **Retirement of long time (24.5 years) Circulation Clerk, Mary**. Some type of recognition will be planned for the future.
* **Novel COVID-19 virus update**:
  + CARES Act Humanities Relief Grant of $10,000 was applied for through the SD Humanities Council and was received to cover costs of personnel retirement and new employee training. State grant was received for technology upgrade.
  + New grant application submitted to United Way-Black Hills Reads to help with library costs for purchase of Reading Program prizes rather than asking for businesses for donations.
  + John T. Bucurevch Foundation grant request of $10,000 for BH Library Consortium to purchase digital books.
* **Summer Reading Program.** New grant application submitted to United Way-Black Hills Reads to help with library costs for purchase of Reading Program prizes rather than asking for businesses for donations. Grant was applied through the Foundation but check went to the Library directly for spending. Library Summer program went well.
* **Library Newsletter** has been developed. September is the first issue. Copy attached.

**Unfinished Business**

* Signing of New Bank signature forms was completed.
* Review of Edward Jones accounts and fees: Doris Ann talked with Kris Zerbe about a review of the Foundation accounts fees which is currently $1608.99. CD’s matured and were put into the money market mutual fund.
* Doris Ann researched the cost to add the Foundation page website to the Library website rather than having a separate website for the Foundation. Mile Up Marketing Solutions provided and estimate of $532.50. Katherine moved that we expend the funds, Laura seconded and motion carried.
* Membership letter or some type of Newsletter for the Foundation was discussed.

**New Business**

* Custer Area Chamber of Commerce membership fee of $85 is due by October 9 for CCLF listing in publications. This may be a valuable outreach for increasing our membership so we will need to be more proactive in providing information to the Chamber of Commerce. Laura made the motion to renew our membership to the Chamber, second by Katherine and motion carried.
* Election of Officers-nomination open for Secretary/Treasurer position as Laura has served for three years and must take a year off. Katherine is willing to fill this roll.
* Open House options for the Library were discussed in lieu of “normal” open house. Early December may be a timeframe for some type of public touring. More discussion at the next meeting to plan with Doris Ann

**Future Meetings:**

Next Meeting will be in November 2020. Rose will send out a Doddle Poll to the council for date and time.

The meeting was adjourned at 2:30 p.m.

Laura Burns

Secretary/Treasurer

Attachments: Account Statements, Library Newsletter, Addition List of Expenditures

Note: Walk-through of Custer Library New Addition; viewed the rooms, contractor completed the sheet-rock. Area includes two study rooms, office with window for test proctoring, one medium sized conference room (or two small), storage area, book sale area, work area. It is exciting to see the progress.