**Custer County Library Foundation**

**Meeting Minutes May 26, 2022**

**Call to Order:** The Custer County Library Foundation (CCLF) meeting was called to order Thursday, May 26, 2022, at 1:00 P.M. by President Rose Kor. Foundation Members in attendance were Katherine Wakefield, Kim Canete, Laura Burns, Katie Wiederholt, and Doris Ann Mertz. Assistant Library Director Roberta (Bert) Phillip was also in attendance. The meeting took place at the Hermosa Library.

**Agenda Review:**  President Kor presented the agenda for the meeting. No changes were made.

**Minutes of February 24, 2022, Annual Meeting:** The minutes from the meeting were reviewed and accepted as printed.

**Treasurer's Report:**

* **Checking Account:** The balance in the checking account is $5,703.25.
* Since the last meeting there were two checks written.
  + Check #1144 W&E Baum engraving $ 135.33
  + Check #1145 Edward Jones. A transfer to investments $8,945.

* Contributions received since our last report January 27 are the following:
* Donations
  + Kristy Ward $194.04 deposited ($200 donation)
  + Amazon Smile $44.21
  + In memory of Florence Ellerton $1,000 (1/2 Hermosa, ½ Custer)
  + Southern Hills Family Medicine (Dr. Brandy Tarap) $500
  + Joann & Robert Jinks $100
    - The last two donations totaling $600 are dedicated to the Custer children’s programs such as story time and family movie night.
* Year to date donations are $ 3,374 and expenses are $718

**Edward Jones Investments:**

* The ending balance for the statement on April29, 2022, was $296,515. Change in value for the year to date (4/29) is a decrease of $30,303.
* When this treasurer’s report was prepared the May statement was not yet received. On- line on May 25, 2022, the investment balance was $293,818. The YTD return is a negative 10.3%.for the Guided Solutions only. (Negative 7.5% for the two types of accounts combined.)
* **SD Community Foundation** The ending balance is $17,914. This is a decrease in the fund balance of $755 over the first quarter of 2022. Administrative fees for the quarter were $41. Available to spend has not changed and is $4,942.
* The Treasurer’s report was accepted as presented.

**Library Board and Librarian Report:**

* Change in Library Assistant staffing Kate Shelton’s last day was April 19th. Kim May was offered the position in April and started work at the Library May 9th. Kim has an MLS degree, has many years of experience as an elementary school teacher, and has three years of experience as a school library media specialist.
* Library Staff recently attended a Black Hills Area Library Conference in Rapid City. This provided continuing education.
* The Custer County Library received a Helping Hands award from the School District.
* On May 17th, Nora Smolnisky shared her expertise on the basics of free dispersed camping on public land referred to as boondocking.
* Doris Ann announced that she is resigning at the end of July and has accepted the position as the Custer School District Library Coordinator. We wish her well in this endeavor. We are happy that she will remain in the community and will have continued contact with the Custer County Library by way of this new position.
* **Unfinished Business**
* Filing of IRS 990nby registered agent (Doris Ann). This has now been filed. The registered agent on file has been Doris Ann and will need to be updated.
* Filing of state registration due in October by registered agent (Doris Ann). This should be completed in August. The registered agent on file has been Doris Ann and will need to be updated. Rose Kor has had experience submitting this document. She or a new Director may be assigned this responsibility when the time comes.

**New Business** –

* **Authorization of check for $600 to library for donations for children’s programs.** Laura Burns put forth the motion for the Treasurer to write a check to the library for $600 for donation from Southern Hills Family of Medicine and Joann and Robert Jinks. These funds were designated to the Custer children’s programs. The motion was seconded by Kim Canete. The motion was accepted.
* **Hermosa branch donations management**
  + **Discussion** Half of the recent Ellerton donation is designated to be split between the two branches. There are dollars currently in the library’s bank account (not the foundation) which are designated for Hermosa. Bert and Doris Ann offered insight into the need to consider future housing for a library in Hermosa. The Hermosa Library is outgrowing its space. The town of Hermosa is growing and may continue this course related to the Airforce Base growth.
  + **A motion** was made by Katherine Wakefield and seconded by Kim Canete to move dollars designate to Hermosa into the Corporate Select Foundation Account. The motion was accepted. Further intent as discussed in the meeting are as follows:
    - The Hermosa saving dollars will be kept in an Edward Jones Corporate Select cash account. At this time, $3,500 will be transferred to Edward Jones to accomplish this.
    - $500 of the Ellerton donation will be deposited into the Corporate Select Hermosa funds. The other half of this donation is for the Custer library and will remain in the Foundation checking account. The library has an adequate amount in the checking account for any upcoming business. The library can ask for these funds when needed.
    - The library will provide a check to the Foundation in the amount of $3,000. The Foundation will put this amount in the Corporate Select account for Hermosa.
    - Hermosa dollars remaining in the library account total $3,818.37 intended as follows:
      * $1,075 children furniture
      * $1,000 books
      * $1,743.37 other Hermosa programs

* + - In the future, if money is needed from the Hermosa savings, the Library Director will request that the foundation transfer the funds to the library checking account. The use or transfer of the Hermosa Branch money does not require approval of the Foundation Board.

**Next Business Meeting** will be on Monday July 25, 2022, at 1:00 P.M. at the Custer Library.

The meeting was adjourned at 2:20 P.M.

Katherine Wakefield

Secretary/Treasurer

*Attachments: Agenda, Checking Account and Investment Spreadsheets, South Dakota Community Foundation 1/1/22-3/31/22 and CCLB minutes for April 20, 2022.*