**Custer County Library Board**

**Minutes**

**April 17, 2024 Custer County Library**

*The Custer County Library Board of Trustees met at 12:59 p.m. on Wednesday, April 17th at the Custer County Library. Persons in attendance were Library Director Sarah Myers, Cheryl Dillon, Kibbon Rittberger, Leo Van Sambeek, Katie Wiederholt, commissioner liaison, Mark Hartman, Jayne Leusink, student liaison, and Mackenna Allen. Library Assistant Branch Manager, Bert Phillip joined via Zoom.*

**AGENDA CHANGES/CORRECTIONS**

*No changes or corrections were requested.*

**MINUTES**

* **February 21st Board Minutes***: Changes were requested to update the next meeting date from March 20th to April 17th. With this correction address, Kibbon made a motion to approve the March Board minutes. Katie seconded the motion. The motion carried.*

**TREASURER REPORT**: *The Board reviewed the March financials for the Library in the General checking account. March financials were reviewed for the County Ledgers. Leo made a motion to accept the financials. Kibbon seconded and the motion carried.*

* GENERAL CHECKING: Balance of $20,314.62 as of April 15th
* COUNTY SPREAD SHEET:Balance $244,364.48 as of March 31st 21.56% of budget

**LIBRARIAN REPORT:** *The Librarian Report is attached to and is part of this month’s minutes.*

* Director Meeting Update
* Legislative Update
* Programming Update

**OLD BUSINESS***:*

* Marketing Plan- SWOT Analysis- *Sarah proposed the idea of establishing a focus group to gather community input regarding the library's marketing strategy. She believes that such a group would provide valuable guidance for drafting a marketing plan, complementing the SWOT analysis conducted by library staff. Sarah plans to promote the focus group through word of mouth and social media channels to attract participants. The feedback collected will be presented to the library board for further consideration and action.*
* Circulation Policy and Patron Types Rules- *Sarah presented the updated draft of the Patron Registration Policy to the board. Significant additions include the incorporation of an exemption category for the non-resident fee, set at $35. The board requested that language be included to outline a review process for citizens who believe they qualify for the exemption. With these modifications, a final draft will be prepared and presented for adoption at the next board meeting.*
* Library Closure Procedure- Tabled- *This item is still tabled.*

**NEW BUSINESS***:*

* Hermosa Building Initiative Update- *Leo provided an update on the Hermosa Building Initiative during the meeting. The building committee convened on April 10th and concluded that while further work on a community assessment survey is desirable, it is not essential to proceed with the plan. The purpose of the survey is to offer guidance on the size and features that a new library should encompass. Leo shared insights from the Connecticut State Library Commission regarding modern library specifications. Mark reported progress on securing a verbal commitment from the Custer County Commission to support the proposed land and location for the new library. It was suggested that formal approval be sought by scheduling a discussion on the County Commission agenda to secure official commitment for the land at the Custer County Fairgrounds. Sarah volunteered to arrange for this agenda item at the April 24th meeting, with Leo providing the necessary schematics to illustrate the requested area and the amount of land needed.*

**ANNOUNCEMENTS**

* Life Writing Workshop- Poetry Apr 20th 1pm
* Mini- Conference @ Rapid City Public Library- Apr 22nd
* Volunteer Appreciation Luncheon- Apr 24th 11am
* Updates for Hermosa-
* *Bert hosted a highly successful Hydroponics class at the Hermosa Library, which attracted a significant turnout with 13 individuals in attendance. The presenter received positive feedback, being well-received and demonstrating expertise on the topic. She recommended the presenter for consideration if Custer Library wishes to organize a hydroponics program in the future.*

**NEXT MEETING:** *May 15th at 1 p.m. at the Hermosa Branch.*

**ADJOURNMENT:** *Katie made the motion to adjourn with Kibbon as second. The meeting was adjourned at 1:57pm.*



Sarah Myers

Secretary/Treasurer

**April Director Report**

***Mar/Apr Director Meetings Updates***

* ***Foundation Meeting 3/21***- Request for funds for SRP. Request for help with old binders and documents.
* ***Consortium Meeting 4/11-*** Still tabling blocking cards of guarantors. Updating items types for better sorting and categorizing.
* ***Scholastic Literacy Program-*** the CCL plans to purchase books for a variety of programs through this partnership. Free shipping. No minimum order. Up to 68% discounts of off retail price.
* ***Family Fun Night 4/15-*** Library card sign up at the school. Talked about the Literacy Kits available. Collaboration for a Sr. Project.

***Legislative Update***

*HB 1197*- We are waiting to get some verbiage from the State Library to have things in place for the January 1st, 2025 deadline. It might come down to parent permission. We might want to do a mailing campaign to those affected.

***Programming Updates***

The library director has requested money to help fund the Summer Reading Program. We have secured $2000 through the Foundation and Lila Van Wie. We are actively seeking support through other business in town to help with programs, supplies, prizes.

We have a tentative summer planned so far. We are waiting to hear back from a couple of specific groups to set dates. But we are making headway. To ease into summer for Hermosa, we are exploring the idea of take and makes.

Due on April 15th. The CCL through the Foundation applied for the Black Hills Reads Innovation grant up to $5000. We requested $2000 for our 1,000 Books before Kindergarten program. The remaining $3000 was requested in partnership with Early Learners Custer to bring about education and resources dedicated to 0-6 age group literacy topics.

Seed Library Partnership- We have been partnering with the Custer Mile High Garden Club for 3 years in conjunction of the Seed library. 1368 seeds in total were gathered. Our Open House in the 26th gathered 86 participants. We sent Hermosa over 100 seeds to start their own seed library to start. I anticipate this project to keep growing as the years go on.