**Custer County Library Board**

**Minutes**

**February 15, 2023 Custer County Library**

*The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, February 15th at the Custer County Library. Persons in attendance were County Commissioner Mike Busskohl, Library Director Jessica Phelps, Assistant Library Director Sarah Myers, Library Assistant Hermosa Branch Director Bert Phillip, and current Trustees Dave Sutton, Cheryl Dillon, Katie Wiederholt, Kibbon Rittberger, and Leo Van Sambeek. Dave chaired the meeting and called it to order at 12:54 p.m.*

**AGENDA CHANGES/CORRECTIONS**

**MINUTES**

* **January 18th Board Minutes***: Cheryl made a motion to approve the January 18th board minutes. Katie seconded the motion. The motion carried*

**TREASURER REPORT**: *Cheryl made a motion to accept the Treasurer’s Report. Kibbon seconded the motion. The motion carried.*

* GENERAL CHECKING: Balance of $18,543.19 as of February 7, 2023
* COUNTY SPREAD SHEET:Balance $280,349.31 7.15% Expended

**LIBRARIAN REPORT:** *The Librarian Report is attached to and is part of this month’s Minutes. Discussion during the librarian report is below.*

* State Librarian Visit
* South Dakota State Parks Pass: *Bert has interest from patrons in a pass and the Custer Branch will transfer one of their passes to Hermosa.*
* Programming Update: *Sarah Myers discussed adult programming at the Custer Branch and the Hermosa Branch and provided an update on numbers and upcoming programs.*
* Hiring Status of Relief Position

**NEW BUSINESS***:*

* Review Strategic Plan: *In reviewing the strategic plan, the Board expressed interest in finding out more information about a 3D printer to add to the Maker Space, including looking into grants and managing costs. They discussed how the library needs to work with the school more to participate in special events, if possible, and work with KidStop to offer educational programming on Fridays. The library is unable to change their operating hours at this time, however, the Board discussed looking into ways to offer programs in the evenings on a non-church night, such as closing at 5:30 on Wednesday and closing at 7:00pm on Thursday instead.*
* Update of Position Descriptions: *The Board Reviewed the modifications to Sarah Myers’ and Thea Teasley’s position descriptions. Cheryl moved to accept both and Katie seconded the motion. The motion carried.*
* Discuss Hermosa Library Next Steps: *Dave discussed the need to move forward on the Hermosa Building project. Bert brought an outline of potential dimensions of a new library. The Board talked about other potential uses of a shared library/county space. Commissioner Busskhol reiterated the need for the Library Board and the Library Foundation to take an active role in raising funds for the project, due to the County being tied up with other projects. Kibbon brought up the need for word-of-mouth discussions to begin in order to start working with potential donors. The Board agreed that there is a need to create a Building Committee to advance the project. Kibbon made a motion to create a Hermosa Project Building Committee. Katie seconded the motion. The motion carried.*

*Dave then requested thoughts on the make up of the Committee. Leo suggested five or six individuals max, with the caveat that you can add more members at a later date. The Board agreed that a representative from the Foundation, Leo, Commissioner Hindle, if available, Dave, and Bert would serve on the Committee. Jessie will attend meetings as an ex officio member. Since Commissioner Hindle is the alternate liaison the the Fair Board for the County, it was discussed that he would brief the Fair Board and solicit their input during this process.*

* Legislative Update and review of policy of challenged material – *item tabeled until the March meeting.*

**NEXT MEETING:** *March 15that 1 p.m.*

**ADJOURNMENT:** *The meeting was adjourned at 2:05 p.m. Katie made the motion to adjorn and Cheryl seconded the motion. The motion carried.*



Jessica Phelps

Secretary/Treasurer

February Librarian Report

**State Librarian Visit:** The State Librarian, George Seamon stopped in for a visit last Friday. Josh Easter of the Braille and Talking Books Library joined as well. We toured the library, and then had a nice chat about how the State Library could assist us in the coming months. George and I specifically talked about technology, strategic planning, a library building project, and the censorship legislation. The State Library will be hosting a Zoom about building projects and I asked that we be included. Dave also dropped by to chat with George, which was greatly appreciated.

**South Dakota State Park Pass:** The Library recently received two State Park Passes to begin lending. The check-out time is three days and there is a survey we would like users to fill out upon return. We will keep you posted on the popularity of the program.

**Programming Update:** will be provided verbally

**Hiring Status of Relief Position:** Due to my illness, the process for hiring this position has slowed. Additional applications arrived before I scheduled interviews, and Tim Holland in HR believes it is best to wait until I review those before proceeding.