

**Custer County Library Board
Minutes**

January 15, 2025

Custer County Library

The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday January 15, 2025, at the Custer Library. Persons in attendance were Library Director Sarah Myers, Leo Van Sambeek, and County liaison Mark Hartman, Katie Wiederholt, Cheryl Dillon, Kibbon Rittberger, and Hermosa branch manager Bert Phillip.

AGENDA CHANGES/CORRECTIONS

No changes or corrections to the agenda.

MINUTES

- ❖ **December 18th, 2024 Board Minutes:** *Katie made a motion to approve the December Board minutes. Leo seconded the motion. The motion carried.*

TREASURER REPORT: *The Board reviewed the December financials for the Library's General checking account. A CD has not been opened yet. The Board also reviewed the December financials for the County Ledgers. Kibbon motioned to accept the financials, Katie seconded, and the motion carried.*

- ❖ GENERAL CHECKING: Balance of \$23,325.36 as of December 31st
Balance of \$23,006.76 as of January 10th
- ❖ COUNTY SPREAD SHEET: Balance \$13,899.74 as of December 31st 4.46% of budget

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

- ❖ Director Meeting Updates
- ❖ Advocacy Updates
- ❖ Programming Updates
- ❖ Sarah requested that she wanted permission to spend funds to help prep for the upcoming Technology classes since the grant funds have not come in yet. They have a deadline to distribute funds by Feb 7th. The board was in favor of this with the provision that anything requiring over \$500 to be cleared with the board.

OLD BUSINESS:

- ❖ No previous business to conduct.

NEW BUSINESS:

- ❖ Election of Officers for 2025- *Sarah refreshed the board of the rules regarding the election of officers and term limits. With this information in mind, Leo made the motion to have Cheryl continue as chair of the library trustees. Katie seconded the motion with the motion carrying. Katie made a motion to keep Susan as liaison to the Foundation. Upon further discussion, she withdrew this motion and motioned for Leo to be the Foundation liaison. Kibbon seconded the motion and the motion carried. Kibbon motioned that Susan to be vice chair. Leo seconded the motion. It was contingent on her agreeing, if not Kibbon would agree to be vice chair.*
- ❖ 2025 Confidentiality and Conflict of Interest Forms- *Sarah provided confidentiality agreements and conflict of interest forms for board members. They are to sign and return to Sarah.*
- ❖ 2025-2027 Strategic Plan Manuals- *Sarah provided copies of the full strategic plan for the Custer County Library 2025-2027 to be adopted by the board. Leo made the motion to accept*

the strategic plan as presented. Katie seconded the motion and the motion carried. It was also noted that a digital copy of the strategic plan can be found on the library's drop box.

- ❖ *Library Board of Trustee Letter to SD Legislators- Draft- The library board reviewed the draft letter to local legislators regarding the SD State Library budget cuts. Edits were suggested and upon implementing those state suggestions, the letter can be sent. Leo made the motion to approve the draft, with edits being made. Katie seconded and the motion carried.*
- ❖ *Library of Things Policy and Waiver Form- Draft- Sarah presented the draft for a Library of Things Policy and Waiver Form. This will allow for guidelines with items such as Rokus and MP3 players. It was recommended to add a date field to the waiver form. Leo moved to adopt the Library of Things Policy and Waiver Form. Katie seconded the motion and the motion carried.*
- ❖ *Executive Session-2025 Director Evaluation- Executive Session was entered at 1:41pm for the discussion and annual evaluation for the library director. Executive Session ended at 2:15pm. The following goals for 2025 were set forth for Sarah. A) to give monthly communications of the timeline status for the strategic plan that was just adopted. B) To research the past three years program spending to be able to establish a budget to help guide for future program spending and planning.*

ANNOUNCEMENTS

- ❖ Closed Jan 20th- MLK Jr Day
- ❖ Murder Mystery Program- Jan 31st 5:30pm
- ❖ "Free for All" SDPB Film Screening at Custer County Library Feb 26th 6:00pm
- ❖ Updates for Hermosa- Bert had no updates for Hermosa at this time.

NEXT MEETING: *February 19th 1:00PM at the Custer County Library*

ADJOURNMENT: *Kibbon made the motion to adjourn with Leo as second. The meeting was adjourned at 2:31 pm.*



Sarah Myers
Secretary/Treasurer

January Director Report

Dec/Jan Director Meetings Updates

- **Sentenced Panel-** 1/8 I was on a panel re: the effect of early literacy (or lack thereof) on later in life outcomes. I was featured to share about our early literacy event we held last fall.
- **Consortium mtg-** 1/9 we discussed state library issues. We will proceed with MessageBee for the libraries that would like to participate in this. We reviewed the BHLC Guidelines.
- **Lila Van Wie Endowment** – 1/12 we received \$1000 to go towards our summer reading program. They have supported us continually.
- **Annual Statistics-** I will be working on the 2024 statistics to share with you all. I will have more to report on in Feb when I have the Public Library Survey to get your approval on.

Advocacy Updates

- **Proposed Budget for 2026 for State of SD**
 - **Costs- WhoFi \$2700 (1450, 1250)**
 - **Courier- mileage \$2100**
 - **Professional Development \$100-300 per class or MLIS ~\$5k-\$12k a year**
 - **Postage- \$4.50-\$5 a book**
 - **Databases- Which ones to prioritize?**
 - **17 out of 59 databases would cost us ~\$22K**
- **HB 1041 2025**
- **Commission mtg (newspaper article), City Council mtg, Mtg w/ Amber Hulse, News Center 1 interview, grassroots group**
 - **Take aways from these meetings.**
 - **We need to contact our legislators, Appropriations committee, as well as the Department of Education.**
 - **We need to show what it would be to cover these services if we were to privatized.**
 - **Upcoming- Democrats 1/16, NARFE 1/17**

Programming Updates

- **Pop-up Lego days over Christmas week**
- **Creative Writing Workshop**
- **Upcoming- Murder Mystery, Murder at the Roller Rink**