**Custer County Library Board**

**Minutes**

**June 23, 2022 Hermosa Branch Library**

*The Custer County Library Board of Trustees met at 10:00 a.m. on Thursday, June 23rd at the Hermosa Branch Library. Persons in attendance were Library Director Doris Ann Mertz, Hermosa Branch Director Roberta Upton, and Trustees Renée Starr, Dave Sutton, Cheryl Dillon, Marcy Swanda, and Katie Wiederholt (via phone). Marcy chaired the meeting and called it to order at 09:58 a.m.*

**AGENDA CHANGES/CORRECTIONS**

**MINUTES**

* **April 20th Board Minutes and May 25th Special Meeting Minutes***: Cheryl made a motion to approve the minutes. Dave seconded the motion. The motion carried*

**TREASURER REPORT**:

* **GENERAL CHECKING: $13,779.68 a of June 16, 2022**
* **COUNTY SPREAD SHEET: Balance: $185.,407.61 Expended: 31.90%**

**LIBRARIAN REPORT:** *Trustees received a copy of the Librarian Report discussing the topics below via email prior to the meeting. The Librarian Report is attached to and is part of this month’s Minutes.*

* **BHLC Mini-Conference**
* **Rotary Presentation**
* **Black Hills Storytellers & French Creek Folk**
* **Boondocking Class**
* **Foundation**
* **Summer Reading**

**UNFINISHED BUSINESS***:*

* **2023 Budget Request Update –** *No movement has occurred on the budget request. The payroll committee is scheduled to meet on June 28th at 9:00 a.m. The budget request will be adjusted in the future to reflect the raises agreed upon between the Payroll Committee and the County Commission.*

**NEW BUSINESS***:*

* **Library Assistant –** *Doris Ann advised the board that our newly hired circulation assistant, Kim May, has accepted a position as the technology teacher at Custer Elementary School. She is willing to work until the end of July. She explained that she decided to wait to advertise the position until after the new director is hired. This would allow the new director the opportunity to change the advertised hours of the position and to be involved in the selection process.*
* **Library Director –** *Doris Ann provided the board with hard copies of the packages of the 4 current library director applicants, which were previously sent out by email. The board chose which interview questions they would like to use from the list that was included in their packets. Doris Ann will make those changes and send them a list of their chosen questions.*
* **EXECUTIVE SESSION:** *Renée moved to go into Executive Session at 11:05 a.m. for discussion of personnel. The board came out of Executive Session at 11:31 a.m. After resuming open session, they called two of the applicants to set up interviews on Thursday, June 30th at 10:00 a.m. at 1:00 p.m. Doris Ann will prepare a letter for Marcy’s signature for the two applicants who will not be interviewed. She will also invite Custer County Human Resources Director Tim Holland and Commission/Library Board Liaison Craig Hindle to the scheduled interviews.*

**ANNOUNCEMENTS:**

* Book Chat on June 30th at 4:30 p.m.
* Early Learners Scavenger Hunt on July 3rd and 4th
* CLOSED on July 4th for Independence Day
* Dutch Oven Cooking 101 on July 9th
* CLOSED on July 16th for Gold Discovery Days
* Open House on July 20th

**NEXT REGULAR MEETING:** *July 20th at 1 p.m. However, all five members of the board will meet on June 30th to interview the library director applicants.*

**ADJOURNMENT:** *The meeting was adjourned at 11:41 a.m.*

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Doris Ann Mertz

Secretary/Treasurer

**Librarian Report – June 2022**

**BHLC Mini-Conference:** The board earned 18 contact hours by attending the Black Hills Library Mini-Conference on April 25th in Rapid City. Thea, Sarah, and Doris Ann also attended the conference and earned contact hours.

**Rotary Presentation:**  Doris Ann gave a presentation to the Custer Rotary Club on Monday, May 9th at noon. There were 15 Rotarians in attendance, and they met in Meeting Rooms A & B. They presented a check to the library for $500.

**Black Hills Storytellers and French Creek Folk:** After a two-year hiatus, the Black Hills Storytellers and French Creek Folks provided tales and tunes for a library program in the Pine Room. We had 32 attendees, which is much less than in previous years. However, those who attended seemed to really enjoy themselves and expressed how glad they were that the program was resumed. Donations for the event totaled $40.

**Boondocking Class:** We had 26 attendees for the Boondocking Class led by Nora Smolnisky on May 17th, four of whom attended via Zoom. One of the Zoom attendees was from Oklahoma and one was from New York. Since we live in a vast outdoor program, we hope to host more outdoor recreation programs in the future.

**Foundation:** The Foundation held its second-quarter meeting in Hermosa on May 23rd. They wrote a check to the library for $600 to honor the request of Southern Hills Family Medicine and the Jinks family that their donation would be used to fund children’s programs. After being given a $1,000 donation with half designated for the Custer branch and half for the Hermosa branch, the Foundation decided to set up a fund specifically for Hermosa donations. Since they now have this fund set up, Doris Ann wrote a check to the Foundation for $3,000 to add to the Hermosa fund. The board now has $3,000+ still reserved for the Hermosa branch in its bank account. The amount had previously climbed to over $6,000+ without any immediate plans for use of the funds.

**Summer Reading:** The library’s efforts to get into as many classrooms as it could to promote Summer Reading seem to be paying off. We made promotional presentations in 43 different classrooms between Custer Elementary School, Hermosa Elementary School, and Custer Jr./Sr. High School. I think we still missed some of the middle school kids despite our best efforts. The kick-off magic show had 144 attendees, and the Narwhal program held at the library on June 7th had 68 attendees. We had an additional five kids who showed up to attend but decided to take home take-n-make kits instead. The program was held in the story-time room, and it was quite crowded. We will have the Pine Room available for all future programs, but it was used for election polling on that date. At a glance, we seem to have about 3 times the number of participants as last year. We will need to look at those numbers in depth at the end of summer because some kids may be participating as part of the YMCA Kidstop program as well as participating with their families.