

**Custer County Library Board  
Minutes**

**May 21, 2025**

**Hermosa Branch**

*The Custer County Library Board of Trustees met at 1:01 p.m. on Wednesday May 21<sup>st</sup>, 2025, at the Hermosa branch. The people in attendance were Library Director Sarah Myers, County liaison Mark Hartman, Cheryl Dillon, Leo Van Sambeek, and Kibbon Rittberger. Attending via Teams was Katie Wiederholt.*

**AGENDA CHANGES/CORRECTIONS**

*No changes requested for the agenda.*

**MINUTES**

- ❖ **April 16<sup>th</sup>, 2025 Board Minutes:** *No changes to be made to the April meeting minutes. Leo made a motion to approve the April Board minutes. Kibbon seconded the motion. The motion carried.*

**TREASURER REPORT:** *The Board reviewed the April financials for the Library's General checking account. The Board also reviewed the April financials for the County Ledgers. Leo motioned to accept the financials, Kibbon seconded, and the motion carried.*

- ❖ GENERAL CHECKING: Balance of \$27,975.14 as of May 14<sup>th</sup>
- ❖ COUNTY SPREAD SHEET: Balance \$230,562.80 as of April 30<sup>th</sup>, 69.95% of budget

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

- ❖ Director Meeting Updates
- ❖ Programming Updates
- ❖ Strategic Plan Updates

**OLD BUSINESS:**

- ❖ Board Manual Content List- Continued Discussion- *Sarah led a discussion of the progress made on the creating of the board manual. We review who had what assignments. Sarah introduced some documents she has created: Open Meeting and Sunshine Law, Robert's Rule, Library Glossary Terms, and a Trustee Orientation Checklist. See attached list of further discussion points attached.*

**NEW BUSINESS:**

- ❖ Chapter 5 Trustee Handbook- *Sarah led a discussion from the SDSL Trustee Handbook about "The Library Director". With 4 trustees in attendance, the discussion lasted a collective 45 minutes. See attached discussion questions used to lead the discussion.*
- ❖ Relief Position- *Sarah informed the board that there have been several applicants for the Custer relief position. She plans to move forward with interviews. She also mentioned the lack of applicants for the Hermosa relief position. With summer approaching it will be challenging to send someone to Hermosa to give relief as needed. It was requested to reach out to people they might know that would be a good fit for the position. It was discussed using volunteers to solely run the library as well as utilizing the rover position that the courthouse in Custer uses.*
- ❖ Hermosa Building Initiative- *Leo gave a brief update from the Foundation as it related to the Hermos abuilding project.*

### **ANNOUNCEMENTS**

- ❖ CLOSED- May 26<sup>th</sup> Memorial Day
- ❖ June 14<sup>th</sup>- Summer Kick Off- Donuts and Doodles 10-3pm
- ❖ Updates for Hermosa

**NEXT MEETING:** *June 18<sup>th</sup> at 1:00PM at the Custer County Library*

**ADJOURNMENT:** *Kibbon made the motion to adjourn with Leo as second. The meeting was adjourned at 2:09 pm.*



Sarah Myers  
Secretary/Treasurer

## May Director Report

### Mar/Apr Director Meetings Updates

- **Commission Mtg 5/7-** I spoke with the commissioners to let them know how the legislative session panned out in the spring and how that will affect the Custer County Library.
  - **IMLS funding-** We have since received all of 2025-2026 IMLS funding to the state library. It is still important to reach out to our DC legislators for the congressional budget. This budget is projected to not have funding for IMLS.
  - **HB1041-** Victory of having enough state funding to be eligible for federal funding. Still cuts, but not as aggressive.
  - **HB1239-** Criminalization component dropped and rather focusing on the appeals process in a required policy. We anticipate a criminalization bill to be introduced again in 2026.
- **Mini Conference-** Lots of sessions. Great information. Fun tour of the book mobile for Rapid. Very cool idea to consider for Custer for full county outreach. Thank you, Kibbon, for attending for trustee CE hours.
- **Friends of the Library Discussion-** The Foundation discussed further at the May meeting regarding the Friends of the Library discussion. We have decided to have an open meeting in August so we can find the right people to be on the steering committee.

### Programming Updates

- *Summer Reading Plans*
  - *We have been doing school visits. We were able to get to all of the elementary classes working with the school library. We had 7/8<sup>th</sup> grade English classes come to the library for a tour and an activity. We did a few school visits at the school library with 9<sup>th</sup> graders. Great exposure of what the library has to offer as well as collaborating with the school libraries.*
  - *6-week program. 600 minutes will complete it, but we are aiming to beat our 2024 minutes read goal of 271,471 minutes. We are encouraging participants to read more than the required 600 minutes. See map.*
  - *A variety of programs for all ages and flowing just a touch into August.*
- *Hermosa*
  - *Hermosa will have 4 programs in the summer. Wednesdays at 11am. Bert will lead the reading portion with having a prize store that participants can pick from for reading minutes.*

### Strategic Plan Updates

- *See spreadsheet for progress.*
  - *Emphasis on partnering with local organization for collaboration.*
    - *SDPB*
    - *Jewel Cave*

- *Custer Mile High Garden Club*
- *Senior Center*
- *Custer Area Art Council*
- *State Farm*
- *Black Hills Parks and Forests Assoc.*
- *4H*
- *Custer School District*

## Chapter 5 Trustee Manual Discussion

1. What qualities are most important in a library director, and how can a board identify those during the hiring process?
2. How should a board balance involvement in hiring and evaluation with avoiding micromanagement?
3. What are effective ways for a board to support the director's success from the start?
4. How can the board and director establish clear expectations and goals early on?
5. What makes an evaluation process meaningful and productive for both the board and the director?
6. How can board members stay informed about the director's work without overstepping?
7. What role does communication play in a healthy board-director relationship?
8. When challenges arise with a director's performance, how should the board respond?
9. How can a board ensure fairness and objectivity in both hiring and evaluation?
10. What should a board do to promote the director's continued growth and leadership?
11. How does the director shape the library's direction and reputation in the community?
12. What can be done to maintain trust and collaboration between the board and director over time?