**Custer County Library Board**

**Minutes**

**November 17, 2021 Custer County Library**

*The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, November 17th at the Custer Library. Persons in attendance were Library Director Doris Ann Mertz and Trustees Marcy Swanda, David Sutton, Renée Starr and Pat Hoffman. Marcy chaired the meeting and called it to order at 1:03 p.m.*

**AGENDA CHANGES/CORRECTIONS**

**MINUTES**

* **October 27th Board Minutes***: Dave made a motion to approve the October 27th minutes. Pat seconded the motion. The motion carried.*

**TREASURER REPORT**:

* **GENERAL CHECKING: $15,371.18 as of 11/16/21**
* **COUNTY SPREADSHEET: Balance $63,356.96 with 77.13% expended**

**LIBRARIAN REPORT:** *Trustees received a copy of the Librarian Report covering the topics below. The report is attached to and is part of this month’s minutes.*

* Foundation
* Read for the Record
* Scan Day
* Read to Zippit
* Story-time
* Gingerbread House Contest and Open House
* Cricut
* Fall Wreath Class – *The class held on November 16th had 12 participants.*

**UNFINISHED BUSINESS***:*

* **American Rescue Plan Act –** *The $15,000 has been supplemented into the library’s budget and is reflected in the above County Spreadsheet Balance in the Treasurer’s Report*
* **SDLA Conference –** *Trustees were able to accomplish 14 hours in Continuing Education Credit during the virtual conference.*
* **Trustee Openings for 2022** – *Renée made a motion to approve the two interested candidates, Cheryl Dillon of Hermosa and Katie Wiederholt of Custer, as Library Trustees for three year terms beginning in January of 2022. Pat seconded the motion. The motion carried. The future trustees will be invited to the December meeting and Christmas potluck. Doris Ann will forward their names to the County Commission and recommend their appointment to the library board.*
* **Library Strategic Plan** – *The board reviewed the draft of the 2022-26 Strategic Plan and provided input on dates for proposed Goals V and VI.*

**NEW BUSINESS***:*

**Director Evaluation –**

**EXECUTIVE SESSION:** *Dave moved to go into Executive Session to discuss a personnel matter, the evaluation of the library director. Renee’ seconded the motion, and the motion carried. The Executive Session bega at 2:07 and concluded at 2:12. A paper copy of the Director’s Evaluation with signatures from the board chair and the director will be forwarded to Custer County Human Resources.*

**ANNOUNCEMENTS:**

* Story-times on Friday at 10:00 a.m.
* Book Chat – November 18th at 4:30 p.m.
* CLOSED for Thanksgiving November 25th-27th
* Spice Club – December 9th

**NEXT MEETING:** *December 15th at 11:00 a.m. followed by the potluck Christmas luncheon.*

**ADJOURNMENT:** *The meeting was adjourned at 2:13 p.m.*

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Doris Ann Mertz

Secretary/Treasurer

 **Librarian Report – November 2021**

**Foundation:** *The Foundation is working on its fundraising newsletter. They hope to assemble the letters at their meeting on December 2nd. On November 9th, they received a check from Edward Jones for $31,343.82. Gary Chappell had designated the Library Foundation to receive his 2021 IRA Distribution.*

**Read for the Record:** *Thea read*Amy Wu and the Patchwork Dragon *by Kat Zhang to 88 Custer kids in 5 elementary school classes on October 27th and 28th. Nationwide, over 2 million people across the country read this book for the 2021 Read for the Record.*

**Scan Day**: *On November 4th, we had 11 participants for the Scan Day offered by the State Library. Two State Library employees spent the day scanning pictures, old documents, and slides for locals who had made appointments to do so.*

**Read to Zippit:** *We have offered opportunities to Read to Zippit, the Library Dog, on two Saturdays in Custer and had 20 kids participate. We have offered one program thus far at the Hermosa Branch on Friday, November 5th, and had 10 kids participate. Another chance to Read to Zippit will be offered at the Hermosa Branch on Friday, November 19th from 3 to 5 p.m.*

**Storytime:** *Our numbers are still going strong. Since our last meeting, we had 72 attend the Halloween Storytime (Kidstop participated), 31 attend Creation Stations, and 30 attend our Thankful Storytime on November 12th.*

**Gingerbread House Contest and Open House:** *The Custer Library is borrowing an idea from the Hermosa Library and offering a Gingerbread House Contest this year. We will offer 3 divisions: ages 5-8, ages 9-12, and ages 13-adult. In the first two divisions, kids can have help constructing the structure, but they must do all the decorating on their own. Entries can be dropped off between December 1st and 10th. Each division will offer a $50 first place, $25 second place, and $15 third place Amazon gift card. We will also offer a People’s Choice award of a $50 gift card. Voting for People’s Choice will be open between December 11th and 14th. We will have an Open House on December 15th from 3 to 6 p.m., so people can view the entries, see the winners, and enjoy some holiday refreshments. Several community members will be asked to serve as judges, and entries will be labeled by number, rather than name.*

**Cricut:** *The Cricut and accessories, purchased with Zonta funds, have arrived, and the library staff has been figuring out how to use the equipment. We have also started marketing its availability to the community. Sarah used the Cricut to make our Halloween shirts, our latest bulletin board, and the leaves for our latest storytime craft. All staff will become familiar with the equipment in order to help patrons who check it out. Sarah and Kate will become proficient with the equipment and able to offer classes, such as a shabby chic sign-making class this winter. David and Joanne Sutton have offered to sponsor a one-year Standard Cricut Access subscription, which offers access to extra images, fonts, ready-to-make projects, and a 10% discount on cricut.com supply purchases. A big thank you to them for their generous offer.*