

**Custer County Library Board
Minutes**

October 15, 2025

Custer County Library

The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, October 15th, 2025, at the Custer County Library. The people in attendance were Library Director Sarah Myers, Cheryl Dillon, Hermosa Branch Director Bert Philip, Susan Swindal, Commissioner Liaison Mark Harmtan, Assistant Library Director Sarah Christiansen, Katie Wiederholt, and Kibbon Rittberger.

AGENDA CHANGES/CORRECTIONS

Sarah requested discussion and approval of payment of the quarterly Marco bill to be placed at the beginning of new business.

MINUTES

- ❖ **September 16th, 2025 Board Minutes:** *No changes to the September meeting minutes. Kibbon made a motion to approve the September Board minutes. Katie seconded the motion. The motion carried.*

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

- ❖ **GENERAL CHECKING:** Balance of \$26,794.78 as of October 10th, 2025
- ❖ **COUNTY SPREAD SHEET:** Balance \$99,833.11 as of September 30th, 30.29% remaining

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:

- ❖ **Technology Plan 2023-2025 Drafting and Discussion-** *Sarah presented an overview of the measures implemented under the current Technology Plan (2023–2025) and reviewed the plan's format, reporting process, and outcomes. With one full cycle now complete and increased experience gained from other strategic plans the library maintains, she recommended several updates for the upcoming Technology Plan (2026–2028). Sarah reviewed the proposed draft and highlighted the primary areas of focus for the next cycle. Katie made a motion to adopt the presented Technology Plan, effective beginning in 2026. Kibbon seconded the motion, and the motion carried.*
- ❖ **Trustee Terms ending in 2025 Discussion-** *Kibbon confirmed his intention to serve a second term beginning in 2026. Sarah will contact Leo to confirm his plans, after which an email will be sent to the board to approve submission of the 2026 Library Board of Trustees roster to the County Commission for final approval.*

NEW BUSINESS:

- ❖ **Approval for Marco Bill-** *Sarah reported receiving a Marco invoice for printer service totaling \$505.26 and requested approval for payment. Kibbon moved to approve payment of the quarterly Marco bill, Katie seconded the motion, and the motion carried.*

- ❖ Innovative Nonprofit Consultant Opportunity- Sarah briefed the board on an opportunity to receive 10 hours of consulting services from Innovative Nonprofit (INP) at a cost of \$500. The board agreed to table the decision until the next meeting but expressed interest in utilizing the services primarily to research viable grant opportunities for the library. Sarah will contact INP to inquire about their availability and inform them of the board's decision to postpone action at this time.
- ❖ Policies to Review- Patron Code of Conduct- Sarah reviewed the newly revised Behavior Policy with the library board, which updates and addresses areas not covered in the previous version. Kibbon moved to approve the Patron Code of Conduct Policy for adoption and posting as required. Susan seconded the motion, and the motion carried.
- ❖ Board Manual Update – Sarah presented the board with the current location and progress of the Board Manual. Given the scope of the review and the need to allow sufficient time for board members to provide feedback and suggest revisions, she requested guidance on an appropriate timeline in light of upcoming meetings and tasks. It was suggested that the documents be ready for discussion at the February 2026 meeting, or sooner if a new board member needs to be onboarded.
- ❖ Hermosa Building Committee Update- Sarah provided a brief update on plans for an informational meeting in Hermosa, to be hosted by Hermosa Connects on October 28 at 6:30 p.m. at the Hermosa American Legion Post. She will follow up with Leo to confirm final arrangements.

ANNOUNCEMENTS

- ❖ Staff Training- Branch Out in Spearfish 10/17 10am-3pm
- ❖ Foundation Meeting- 10/16 1 pm at the Custer County Library
- ❖ Hermosa Informational Meeting – 10/28 6:30pm American Legion Post
- ❖ Library Closure 11/11 for Veteran's Day
- ❖ Updates for Hermosa- Bert reported her two relief new hires are doing great and completed satisfactory training. She has also begun her watercolor classes with great attendance in both classes.

NEXT MEETING: November 19th – 1:00PM at the Custer County Library.

ADJOURNMENT: Susan made the motion to adjourn with Katie as second. The meeting adjourned at 2:03 pm.



Sarah Myers
Secretary/Treasurer

October Director Report

Sept/Oct Director Meetings Updates

- ***Budget Hearings-*** I presented the planned budget not realizing that the new position was in that budget. I addressed any questions as to ups or downs of my budgets. The commission voted against a new position at this time.
- ***Friends of the Library 10/4*** – The Foundation hosted the organizational meeting of the Friend of the Library. Heather Thompson was voted as president. Marcia Pischke was voted as Secretary. Two projects were identified for immediate focus: Festival of Trees entry at Custer State Park, and a Soup cookoff fundraiser to possibly be coordinated with the Burning of the Beetle festivities.
- ***Lila Van Wie Check Presentation 10/5-*** I went to Custer Lutheran Fellowship and received a \$1500 check to go towards our youth programming. This has traditionally helped fund our summer reading program.
- ***Consortium Meeting 10/9-*** Nothing of note to report. I will be President of the group coming up in January for 2 years. So next meeting I will lead it.
- ***Crazy Horse Private Tour invite-*** I was invited by the Crazy Horse Foundation board of directors to go to their private tour event. I will be going on 10/18/2025 11-2:30.

Programming Updates

- *Library Card Sign Up Results-* In Custer we had a combination of 127 new cards and library cards renewed in September. It was a great initiative.
- *Dav Pilkey kit as well as the November Story Time initiative from the state Library.*
- *Doris Ann added 45 Hermosa student cards. I will be working with Bert to clean up the remaining “problem children” cards with lost items.*

Strategic Plan Updates

- Board Manual updates to be discussed more under new business
- Updates for board CE opportunities.