

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Crooks Branch Library

Wednesday, May 22, 2024 – 4:30 p.m.

1. Roll call and declaration of quorum. The meeting was called to order at 4:30 PM by Rosenthal. Members present: Adam Emerson, Lorie Hogstad, Anne Land, Justine Murtha, Joel Rosenthal and Library Director Jodi Fick.
Members absent: Jen Bleyenbergh. Staff present: Dan Neeves and Stephanie Bents
2. Adoption of the agenda. Fick requested an amendment to change the next meeting location to Ronning Branch. Motion by Hogstad. Seconded by Murtha. Motion carried. Motion to adopt the amended agenda by Emerson. Seconded by Hogstad. Motion carried.
3. Motion by Murtha and seconded by Hogstad to approve the minutes from the March meeting. Motion carried.
4. Review of financial and statistical reports. Fiscal: Fick reported that with 33% of the fiscal year completed, 34% of the operating budget has been spent. For the capital budget, 28% is spent. Staff are currently working on replacing shelving at Baltic, Garretson, Hartford, and Humboldt branches, and moving shelving at Brandon, Prairie West and Caille branches. Statistical Report: Siouxland Libraries continues to get busier. Circulation of physical items are higher than the same time last year with an increase of 4.3%. Circulation of electronic items increased 37%. Meeting and study room use continues to increase. Murtha asked why the Baltic Branch has decreased circulation. Fick attributed it to the retirement of a popular staff person last year, coupled with multiple people working at the branch. Fick noted the circulation increase at Garretson Branch and attributed it to a similar staffing change. Neeves noted that Baltic Branch has new full-time and part-time staff, and that the furniture has been re-arranged to make it friendlier. Rosenthal asked about skills training that could be offered to help staff in approachability. Neeves responded that all new employees receive hospitality and skills training during orientation.
5. Library Director and Staff Reports
 - a. Director Report: Staffing: The Early Learning Librarian position closes this week. Murtha asked if the position is open due to a promotion. Fick responded that it is open due to Aldi Bonander's promotion to Senior Librarian. The summer intern starts May 27. Her project is working on library policies. The intern is in the University of Iowa's library science graduate program. Donation. Fick received notification that Siouxland Libraries was named as a beneficiary to 10% of the estate of Paul Lansky. Distribution will take 6-9 months. Lansky donated the money in memory of his father. The Library Board will need to move to accept the donation and determine its use. Land asked Fick to generate a wish list. Ribbon Cutting: The Hartford StoryWalk ribbon cutting went well with about 60 people in attendance; Boysen and Rosenthal spoke at the event. Digital Collection change: To reduce wait times for digital items, the library is changing how many can be in use at one time from 15 to 10, effective June 10. Information will be sent to customers prior to this change. The Summer Reading Program Kickoff events are planned for early


June. Fick and Neeves made a media appearance to promote Reading Bridge Tutoring. This helped bump registrations to 75% full. Statement of Concern: On May 6, a customer filed a "Statement of Concern" form for the children's nonfiction book *How Do You Make a Baby?* by Anna Fiske. Book is currently being reviewed and a decision and response will be sent this week. Expanded Access: Installation of equipment should be completed by June 1 at Humboldt, Baltic, Colton, and Garretson branches. Planned hard launch is July 2024. Finance, Facilities, Engineering, and Library staff met with Architecture Inc staff earlier this month to discuss potential renovations to the Oak View Branch, including replacement of the entrance doors, flooring, and concrete. Downtown Library security: Due to increasing numbers of people sleeping outside the library overnight and leaving excessive litter, Sioux Merchant Patrol has been hired to do three sweeps each night. 2025 Budget: the capital budget is under review for 2025-2029. This is a five-year budget and includes increases for library materials and bookmobile. No decision yet on funding for extra personnel or a building site. Murtha asked about exploring an agreement with Lincoln County. Fick replied that we can build branches in the Sioux Falls city limits in Lincoln County. South Dakota House Bill 1197: Neeves, Fick, Boysen, Bonander, Library Associate Lucy Steiger and City Attorney Paul Bengford attended a meeting led by State Librarian George Seamon on House Bill 1197. This bill goes into effect July 1, 2024, and requires implementation at libraries by January 1, 2025, related to advertising how the library will ensure that minors do not have access to obscene materials on computers and in the collections.

- b. Meeting and Study Room Policy. Neeves explained a couple of changes to the draft policy since the March meeting. Neeves addressed the addition of an appeals process that was added to the policy on the advice of the City Attorney. Customers will fill out an appeal form and submit it to the Library Board for review. The City Attorney recommended that the library director set suspension length of time. The City Attorney also advised not to distinguish between private social gatherings and personal use, such as birthday parties. Libraries cannot allow personal parties due to the time required for clean-up without increasing custodial staffing. The policy was reviewed, and discussion ensued regarding the terms personal use.
 - c. Summer at the Bookmobile and Rural West Locations. Bents gave an update on new bookmobile stops this summer, including schools with summer care programs and a laundromat. Outreach events include neighborhood block parties, hydrant parties and Park and Play events. The bookmobile will also be at the Westside Lutheran Neighborhood Block Party and two children's concerts at the Leavitt at the Falls, including All My Relatives on July 26. Events for kids this summer at the Rural West branches include an End of Summer Party at the Hartford swimming pool on August 9. Crooks will be getting new plants and a tree. The landscaper is also removing the structures on the north end of the building. Library Associate Isabella Seaton painted the sidewalks outside Colton in fun designs for the kids.
6. Public Input (There was no public input.)
 7. Unfinished Business.
 - a. Approval of Meeting and Study Room Policy. Motion by Murtha to approve and seconded by Emerson with an effective date of June 10. Motion carried.
 8. New Business. (There was no new business.)

9. Other.

10. The next regular meeting will be on Wednesday, July 10 at 4:30 PM at the Ronning Branch Library.

11. Adjournment. Motioned by Hogstad and seconded by Land. The meeting adjourned at 5:37 PM.


Stephanie Bents, Library Staff

7/10/2024

Date Approved


Jodi Fick, Board Secretary