

# MINUTES OF BOARD OF TRUSTEES MEETING

## Siouxland Libraries

Library Annex

Wednesday, March 11, 2009

1. Roll Call and declaration of quorum. The meeting was called to order at 5:20 by Marcie Moran. Present: Cindy Heiberger, Tom Houle, Jill Molzen-Biegler, Marcie Moran, Debbie Reid, Carol Twedt, and Sally Felix, Library Director. Staff present: Joan Reddy.
2. Motion by Heiberger and seconded by Molzen-Biegler to approve the agenda. Motion carried.
3. Motion by Houle and seconded by Reid to approve the minutes of the January 14<sup>th</sup> meeting. Motion carried.
4. Financial and Statistical reports. The January and February statistics are in the Board's packet. Overall, circulation is up about seven percent in January and February. The Board noted the big increases in the library catalog and website uses. Felix summarized the state of the finances. The City of Sioux Falls has identified certain "hold backs" for the 2009 budget due to decreases in the sales tax. Some operating budget hold backs include the upgrade in the automation system and branch upkeep such as carpet and painting projects. OCEP (Other Capital Equipment Program) hold backs include replacement of the courier van and one self check, branch building security upgrades, and a branch circulation desk. These projects are needed but can be delayed for the present time without affecting direct service to the public. The hold backs may be done in 2009 or delayed until 2010. The City does not anticipate staff lay-offs. The West Side Branch Library was in the Quality of Life Bond; the bond's status remains to be seen.
5. Library Director and Staff Reports. New hours were started at the rural branches in mid-January. There has been a big increase in computer use at Valley Springs and Hartford. Staff will continue to monitor the success of the new hours. The Director's Report was included in the Board packets.
6. Public Input. No members of the public were present.
7. Unfinished business
  - a. Main Library Project Update. The Library Board toured the Main Library building project prior to the meeting.
8. New Business
  - a. Materials Availability Survey. Materials Availability Survey results are complete. The survey measured if customers were successful in finding the materials they want at the Library. Twelve hundred hard copy surveys were distributed to customers at the Library; 993 surveys were returned and usable. The "fill rates" (patrons found what they were seeking) were 69% for title, 66% for subject/author, and 93% for browsing. The survey comments were generally very complimentary toward the Library. The Director's Report includes some additional information about the survey results.
  - b. 2010 Budget. The 2010 budget will be pretty similar to this year's budget. The CIP (Capital Improvements Program) budget request will include an upgrade for Caille's HVAC system and exterior lighted signs for Caille and Ronning.
9. Other – None
10. Adjournment. The meeting was adjourned at 6:20 p.m. The next meeting will be on May 13, 2009 at 4:30 p.m. at the Oak View Branch Library.