

Siouxland Libraries
Downtown Library

Lifelong Learning, Recreation and Information
www.siouxlandlib.org

200 NORTH DAKOTA AVENUE • P.O. BOX 7403 • SIOUX FALLS, SD 57117-7403

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Downtown Library

Wednesday, September 14, 2016

1. Roll Call and declaration of quorum. The meeting was called to order at 4:30 PM by Jean Beddow. Members present: John Beaman, Becky Thurman, County Commissioner Dick Kelly, Jean Beddow, Craig DeJager and Assistant Director Jodi Fick. Members absent: Jed Huisman. Staff present: Monique Christensen.
2. Adoption of the agenda. The agenda was adjusted to move the Library Director search to after the minute approval. Having no concern with the change the agenda was adjusted.
3. Motion by Dick Kelly and second by Craig DeJager to approve the minutes of the July 13, 2016 meeting. Motion carried.
4. Jean Beddow and Monique Christensen reported on the process for the Library Director search. The search committee consists of 2 County representatives, 2 City representatives, 1 Library Board representative and 1 Citizen. The group has met to finalize the process and approve the application documents. The position was opened for applications on September 13. It will remain open for 30 days. The committee will meet on October 17 to review applications and select candidates to interview. Board members received a copy of the color brochure that is available with the position advertisement.
5. Review of financial and statistical reports. Jodi Fick reviewed the financial report touching on Family Place funding and how that flows into our budget. 61.9% of the budget has been spent or encumbered with 67% of the year complete. She also explained the revolving fund for technology items. Jodi noted the savings we have in the capital budget from the courier truck and shared that the funds would be used to purchase equipment for the Downtown Library meeting rooms that were damaged during a recent lightning storm.

Our circulation statistics are up 11.1% over last year but some of the increase is due to automatic renewal. Board members shared that they appreciate the automatic renewal feature. Public computer use is going down. Wi-Fi use is up as more people use portable items such as phones, laptops and tablets to access the Internet. Due to this shift in the usage of computers, we are currently studying how we can reduce the number of public computers based on the usage at each location.

6. Library Director, Staff and Board Member Reports. Jodi shared that the 2017 budget of \$8.2 million was passed at the joint City/County meeting with no questions asked. County portion is \$1,080,000. 2017 is a flat budget with increases in personnel, fleet, and computer costs. Fleet increase is due to a change in maintenance of the bookmobile and courier van. City fleet department are servicing the

vehicles; their thoroughness will keep the vehicles running longer. The budget will fund installation of fiber optic at the Prairie West and Oak View branches as well as a wireless tower to Crooks. We have applied for eRate and could receive 60-80% back on these upgrades.

In personnel changes this past month, Jenna Neugebauer filled the Librarian position Downtown. Dan Neeves filled the Branch Librarian position at Rural East. We hired two new Library Associates Jean Crawford and Jane Healy, and we will have more openings due to retirements and additional movement. We are currently getting ready to interview and hire two Librarians.

Jodi handed out the October 2016 Across Siouland Libraries brochure which lists all the programs for the month. This is our second issue and it seems to be going well. Dick Kelly asked about it being on the website. It is as a PDF. Also all the programs are linked from the calendar. Read for the Record is coming soon we need readers for this event. Jodi sent around a sign-up sheet. Spooky Stories event at Prairie West is also coming up and we need one Library Board judge. Becky Thurman volunteered.

Monique gave a report on the Caille construction project. Everything is going well and on schedule. There are just two recent hiccups. One is a shear wall that needs to be put back in for support and the other is delay on bathroom tile. Tile is being selected locally to get it here on time.

Board Member reports: Jean said that as president she has been attending more of library events and is pleased with all we are offering. She toured of the Daycare Delivery service and was impressed.

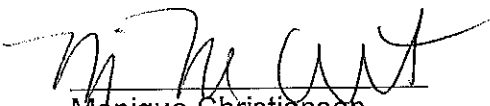
7. Public Input. (There was no public input.)
8. Unfinished Business. None
9. New Business. Jodi presented a change to the 2016 holiday hours. Craig DeJager made a motion to close the libraries at noon of December 24. Seconded by John Beaman. The motion passed

Jodi presented the 2017 Holiday hours and closures. Becky Thurman made a motion to approve the 2017 holiday hours and closures. Seconded by Craig DeJager. The motion passed.

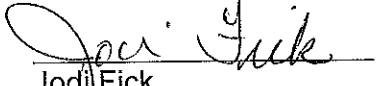
10. Other.

11. The next regular meeting will be on November 9, 2016 at 4:30 p.m. at the Oak View Branch.

12. Adjournment. The meeting was adjourned at 5:45 PM.


Monique Christiansen
Library Staff

11/9/16
Date Approved


Jodi Fick
Board Secretary