



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

Baltic Branch

Wednesday, May 9, 2018

1. Roll Call and declaration of quorum. The meeting was called to order at 4:30 PM by Beddow.
2. Members present: Jean Beddow, Craig DeJager, Alexandra Hartzler, Becky Thurman, and Library Director Jodi Fick.
Members absent: Jed Huisman, County Commissioner Dean Karsky
Staff present: Monique Christensen, Kathy Faith, Dan Neeves, and Jane Taylor
3. Adoption of the agenda. Motion by Hartzler and second by DeJager to adopt the agenda. Motion carried.
4. Motion by Hartzler and second by DeJager to approve the minutes of the March 13, 2018 meeting. Motion carried.
5. Review of financial and statistical reports. Fick reported that we are slightly behind in spending for this year due to open staff positions. The Prairie West fiber project has started and is part of the Tea-Ellis Road construction project. We are putting together a request to install fiber to the Oak View branch as a part of the 2019 budget request. Bids for Ronning shelving came in just under budget. Fick went over the April 2018 Statistical Summary report noting several areas. Walk-in visitor count is lower. We have heard other libraries have seen a drop as well with the auto renew feature. Customers don't come to the library to renew anymore. This may also affect circulation. An additional trip to the library to renew may have had customers selecting additional materials. Mobile app users is also low. We attribute this to a change in both the webpage and library catalog being mobile friendly with the use of responsive design. We are seeing continued increase in our digital resources. We consistently spend up to our cap each month for Hoopla. Meeting room and study room use continues to rise. We still feel the decision to not open to for-profit use was a good one. Sign-ups for public computers continues to drop slightly but our public Wi-Fi use continues to increase. Wi-Fi hours were reduced due to safety concerns and is only accessible for a short time before and after the library closes.
6. Library Director, Staff and Board Member Reports. June 1st is our summer reading kickoff event. It is from 5-8 as a First Friday event Downtown. Activities include the Hansens - a unicycling family, food trucks, teen escape room, and much more. Other events happening in the next month include Living Library at the Washington Pavilion, Cinco de Mayo and Pride Festival. We had a complaint from a nonresident about paying for a library card when they rent a post office box in Sioux Falls. We continue to work on the Hartford Branch move. Due to the security and safety at the school, public library hours are limited to afterschool. With a move out of the school we can be open more hours including some daytime hours. The school will benefit from more room with a growing school population. The Hartford City Council agreed to move forward. A formal agreement between the City of Hartford and Siouxland Libraries will be presented at the July board meeting. The estimate to the

City of Hartford for renovation of the new space is \$10,000. The library will close in the current location on August 1 and open in the new location as soon as renovations are complete and items can be moved. Fick has submitted her staff reorganization plan to HR; further action is waiting until new Mayor TenHaken takes office. Open Library Associate positions have been filled. Calla Jarvie's position is being filled by Jamie Buswell. Lindsay Reuer is replacing Genice Rodne, Rural West/Bookmobile, who retires in July. Lucy Wang was hired to fill Lindsay's position. Jane Taylor reported on One Book Siouxland. During the month of April we had ten book discussions, three community conversations, three special events and one exhibit. The total participation in these events was 439. Circulation of the book in all forms and movie was 584. We feel this was good for the first year. Advertising included bookmarks, and posters. These were handed out at various locations including Caribou/Einstein Bagels. Media coverage included Media One, Keloland Living, KDLT News, Results Radio and the Argus Leader. Work is starting on One Book Siouxland 2019.

7. Public Input. (There was no public input.)
8. Unfinished Business. Neeves shared the final version of Siouxland Libraries Rules of Conduct. He shared some of the updates which include making it easier to understand with clear expectations. Items that were added include hygiene, proper attire, odor, obscene language, and rewording the section on where food is allowed. Some of the language in the Children in the library section was taken from Parks and Recreation, including the phrase that children need to be able to self-manage. Motion by DeJager seconded by Thurman to approve the updated Rules of Conduct. Motion carried.
9. New Business.
10. Other. There was a short discussion of moving the July meeting to another location due to street construction in Garretson surrounding the library.
11. The next regular meeting will be on Wednesday, July 11 at 4:30 PM at the Hartford Branch.
12. Adjournment. The meeting was adjourned at 5:30 PM.



Monique Christensen
Library Staff

7/19/18

Date Approved



Jodi Fick
Board Secretary