


MINUTES OF BOARD OF TRUSTEES MEETING
Siouxland Libraries
Oak View Branch
Wednesday, December 9, 2020 – 4:30 p.m.

1. Roll Call and declaration of quorum. The meeting was called to order at 4:32 PM by Beddow. Members present: Jean Beddow, Lorie Hogstad, Anne Land, Joel Rosenthal and Library Director Jodi Fick. Members absent: County Commissioner Cindy Heiberger Staff present: Alysia Boysen, Dan Neeves, and Monique Christensen
2. Adoption of the agenda. Motion by Hogstad and second by Rosenthal to adopt the agenda. Motion carried.
3. Motion by Hogstad and second by Rosenthal to approve the minutes of the September 9, 2020 meeting. Motion carried.
4. Review of financial and statistical reports. The financial report is through October. In the general fund 75% of the budget is spent. We've worked closely with Finance to make sure we continue to purchase what is needed. There are funds left in part time hours and programming due to COVID. The Capital budget has 55% remaining. In collections we had a hold back of \$275,000; \$100,000 was released for purchasing additional materials and all of that has been spent and should arrive before the end of the year. The new Courier truck arrived last week. It features a better ride for the driver with the box separate from the cab and a more automated lift. When loading and unloading the truck is a tight fit in the garage. The length of truck with the lift down does not allow space to move the bins onto the lift.
Statistical report is through October as well. Numbers continue to run lower due to COVID. Graphs of Circulation and Library Visits in comparison to 2019 were discussed. Circulation by month shows our closures with continued online checkouts then the addition of curbside and eventual reopen with reduced hours. We see steady growth as customers returned to the library to checkout physical items. The other chart shows visitors using buildings, website and library catalog. This line is not coming close to 2019 which we attribute to fewer repeated trips, no seating, limited public computers and no programs. This is reflective of the COVID world. Beddow shared she feels safe when in the building and Rosenthal says the library is here if people want it and is a great resource.
5. Director's report – Staffing: Alysia Boysen has been promoted to Senior Librarian for Communication and Technology. She continues to cover Rural West until her replacement is hired. Collections: We are moving eContent to OverDrive from RBdigital and cloudLibrary. Facilities: Oak View's roof replacement has been completed. Interior repairs will be done later. There were structural issues that may have contributed to decline of the roof after only 15 years. Architecture Inc. is working on a redesigned staff area at the Ronning Branch as well as adding study rooms. This project has been part of our Request for Results to improve the building and service to keep up with growth in the southeast part of Sioux Falls. This will be a build ready project with costs that we can move forward when money is available or budget for in future years. One of the innovative items being added is a drive-up window to make curbside delivery more efficient. Crooks added Expanded Access. Many customers are excited for 'just in case' but currently plan to use the library during staffed hours.

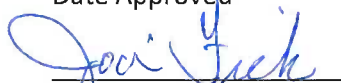
Between Hartford and Crooks there are about 135 users with 20 in Crooks. Winter Reading Program starts December 14 and is open for all ages. There are really cool prizes. Daycare Delivery is gearing up to double the program. First they are increasing the collection and then will do a mass mailing to in-home daycares.

- a. COVID operations: We are staying on top of changes and reacting to updated CDC guidelines, mask mandates, and executive orders. Staff are following protocol and working in the libraries which is where the work is needed right now. The biggest challenge is the public computers and the amount of assistance needed vs what staff can safely accomplish. Bookmobile: During the stricter CDC guidelines with 6' distancing and 15-minute accumulation we stopped all services with the vehicle. We are delivering library materials to locations, but the public is not able to come onto the vehicle. The Riverside program through Thrive wants us to continue to come but it is too difficult to adequately distance staff from others at the programs. We are currently providing books and "Take and Make Crafts" at the Riverside program. Seating Committee: A group of staff researched and proposed a plan to reintroduce seating sharing their how and when process. They looked at services that must be done in house and the cleaning process when we begin reintroducing seating.
6. Public Input. (There was no public input.)
7. Unfinished Business. (There was no unfinished business.)
8. New Business.
 - a) Motion by Rosenthal and second by Hogstad to approve the 2021 Library Board Meeting Schedule. Motion carried.
 - b) Motion by Hogstad and second by Land to defer action on the Library Open Hours until the January 13, 2021 meeting. Motion carried.
9. Other.
10. The next regular meeting will be on Wednesday, January 13, 2021 at 4:30 PM at the Downtown Library.
11. Adjournment. The meeting was adjourned at 5:37 P.M.



Monique Christensen
Library Staff

1/20/2021
Date Approved



Jodi Fick
Board Secretary