



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, 2022 – 4:30 p.m.

1. Roll Call and declaration of quorum. The meeting was called to order at 4:30 PM by Hogstad. Members present: Adam Emerson, Lorie Hogstad, Anne Land, Justine Murtha, Joel Rosenthal, and Library Director Jodi Fick. Members absent: County Commissioner Dean Karsky
Staff present: Alysia Boysen, Monique Christensen, Sharon Hall. Guest present: Garth Peterson
2. Adoption of the agenda. Motion by Emerson and second by Rosenthal to adopt the agenda. Motion carried.
3. Motion by Emerson and second by Murtha to correct Adam's name in the minutes roll call from Erickson to Emerson. Motion carried. Motion by Emerson and seconded by Murtha to approve the amended minutes of the July 13, 2022 meeting. Motion carried.
4. Review of financial and statistical reports. Operating is 62% expended. We expect to be at this point in the year. Operations has some funds not spent due to the number of open positions. Funds were used to hire temporary staff including former staff Jane Taylor for Oak View, Bethany Noordmans for Downtown and a summer intern. Facilities budget does include Ronning remodel. Capital budget is items over \$7500, building projects and library collections. In collections 50% is spent and more is on order. Courier funds are leftover from the last purchase. Technology includes the AMH and self-check project and replacement AV equipment. Statistics shows summer was good. We are coming back from COVID. By next year should be back. Library card holders number is a count of people who used their library cards in last 3 years. Our marketing is focusing on getting people back in habit of coming to the library. Our total physical item checkout is pretty even with last year; this is similar across the nation. Digital checkouts are up 19.3 % over last year. We doubled the usage of meeting and study rooms. Computers and Wi-Fi use is up. Programs are increasing with Birth-5 program attendance up 305%.
5. Library Director and staff reports.
 - a. Director's and staff report: Staffing update - all management positions are filled. Emily Harris promoted to Digital Services, Amy Larson promoted to Adult librarian, Nicole Norton K-5 librarian. Currently hiring for six open Library Associates positions; offers out to three candidates. We will continue to advertise for the other three openings. 2023 Budget passed by the City Council and County Commission at their joint meeting on August 23. Budget includes an additional FTE and we anticipate hiring for this position later this year with a focus on increasing early literacy offerings. AMH and Self-checks project update: we split the project into two parts due to a vendor issue. Both projects have been approved by city council; Monique is working on all the migration datasheets. Self-checks are expected to arrive in November and the AMH units will be in 2023. We're working on getting some updated quotes for meeting room AV equipment at several locations and hope to have that project underway soon. Culture - how we treat each other what we value is important to us. One of our part-time staff was impressed enough to apply for our current open positions because we live our culture. A small group of managers will attend CultureCon and continue growing our culture which also has a significant impact to our customers. At the next board meeting we will be bringing a proposal to eliminate the last of our late fees. We removed late fees from children's materials a number of years ago and the board recently extended that to teen. Fine revenue is trending down. Other libraries who have done this have seen an increase in circulation. We may adjust our notice timeline and suggest a plan for late fee forgiveness.
 - b. Collection update: we received a formal statement of concern for the book Hips on the Drag Queen go Swish, Swish, Swish. The customer has received a response and they can appeal to the library board. Another customer was concerned about the book, Being You, a board book

on gender identity. Staff reviewed and determined that the book is intended to be a tool for parents and we moved the book to the Parenting collection.

- c. September Marketing campaign for Library card sign-up month – Emily Harris worked with Communications on a plan similar to last year which featured local celebrities. This year we're featuring everyday users, how they use the library, stories about how that impacts them. Communication staff interviewed eleven users and gathered their story. We're publishing those in our newsletters in September, sharing on social media with the hopes we get friends of the everyday users sharing and commenting. This year we purchased two bill boards showing five different stories. (First 15 days of the month - 10th & Cliff and I229 & Minnesota. Second 15 days - 57th & Marian and Minnesota & Russell.) Determining effectiveness is difficult but staff are tracking any comments from customers. We also are able to see if the number of active users increases, plus the counts for new library cards.
6. Public Input. Library user Garth Petersen handed out an example of a site Janesrevenge.noblogs.org that is being blocked on the public computers at the library. Blocked message they receive says that the site has freeware and shareware. Fick shared that we will investigate and keep Mr. Petersen informed on the status.
7. Unfinished Business. (There was no unfinished business.)
8. New Business. Motion by Rosenthal and second by Land to adopt the 2023 Library Holidays and Closures dates. Motion carried.
9. Other.
10. The next regular meeting will be on Wednesday, November 9 at 4:30 PM at the Downtown Library.
11. Adjournment. The meeting was adjourned at 5:26 P.M.

Monique Christensen, Library Staff

Date Approved

Jodi Fick, Board Secretary