

MINUTES OF THE BOARD OF TRUSTEES MEETING

YANKTON COMMUNITY LIBRARY

Wednesday, March 9, 2022, 5:30 pm

Virtual Meeting – GoToMeeting interface and physical location in Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078

The meeting was called to order by Vice President David Koerner at 5:30 pm. Present were Jean Huff, Christine Tielke, Library Director Dana Schmidt, and Assistant Library Director Linda Dobrovolny. Yankton County Commissioner Dan Klimisch and Sue Otterman joined the meeting remotely. Yankton City Commissioner Jerry Webber and President Sarah Mechtenberg were absent with regrets.

Approval of February 9, 2022 minutes: Tielke made a motion to approve the February 9, 2022 minutes with a second by Huff. Unanimous approval.

Public Comment Period: none

Discussion of Bills/Financial Report: Schmidt reported that the wiring project is still in progress. Motion to accept the Financial Reports by Tielke with a second by Huff. Unanimous approval.

Communications and Correspondence: Schmidt shared a thank you note from a winter reading program prize winner.

Director's Report: In addition to the written report, Schmidt discussed the timeline for the departure of Victoria Caine, Youth Services Librarian, and the hiring of a replacement. She also highlighted plans for the Summer Reading Program, weeding statistics (314 this month), and a potential Eagle Scout project. Schmidt let the Board know that she is doing another term on the statewide committee, South Dakota Titles To Go, and helps purchase e-books for the statewide consortium.

Old Business:

- **Computer & Internet Policy:** There was continued discussion of updates to the current policy. Schmidt will relay concerns to City Attorney Ross DenHerder and report back at the next meeting.
- **Change to Accreditation Standards:** Enhanced status– 30 hours total for Board training with 20 hours allowable online; Exemplary status requires 45 hours total training with 30 allowable online. Schmidt is working with the Yankton Police Department on active shooter training and also a presentation from River City

Domestic Violence Center. Schmidt is waiting from confirmation from the Police Department but she is trying to schedule the training on the 2nd Wednesday of the month to take the place of a future board meeting. She will keep in touch.

- **Strategic Plan:** Schmidt will be inviting comments from the staff and will bring their input back to the Board for finalization at a future meeting.

New Business

- **Director's Review:** Sarah and City Manager Amy Leon met with Schmidt. Comments to be shared at next meeting.
- **Interlibrary Loan Policy:** Motion by Huff, second by Tielke to approve updated policy as presented.
- **Annual Report:** President will review and sign for submission to the City Commission. Board viewed a brief video from the SD State Library explaining the importance of the Annual Report/Public Library survey.
- **Training Video:** Board members viewed an additional video from United for Libraries as a partial fulfillment of certification requirements. (20 minutes x 5 Board members =1.5 hours training time acquired)

Other Business:

Public Comment Period: None

Adjourn the meeting of March 9, 2022: Tielke made a motion to adjourn the meeting at 6:30 pm with a second by Huff. Unanimous approval.