

**YANKTON COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, May 8, 2024 5:30 pm
Virtual Meeting – GoToMeeting Interface &
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078**

MINUTES

The meeting was called to order by President David Koerner at 5:30 pm. Present were Sarah Mechtenberg, Sue Otterman, Yankton County Commissioner Ryan Heine, City Commissioner Jerry Webber, Library Director Dana Schmidt and Assistant Library Director Linda Dobrovolny. Mary Pat Bierle was absent.

Additions to the agenda: None

Approval of April 10, 2024 minutes: Mechtenberg made a motion to approve with a second by Webber. Unanimous approval.

Public Comment Period: None

Discussion of bills/Accept Financial Report: Dobrovolny noted that the deadline for spending Accessibility Grant funds is May 31. Due to the unavailability of the contractor, an extension has been applied for. Mechtenberg made a motion to accept the financial report with a second by Otterman. Unanimous approval.

Communications and correspondence: Dobrovolny shared a note of thanks from the Contact Center for the library's monthly Food for Fines donation. She also noted that donation request letters for the Summer Reading Program have gone out to businesses and organizations in the community.

Director's Report: In addition to the written report, Dobrovolny reminded board members that the 2025 budget process has begun. Comments should be shared with Schmidt as soon as possible as she is preparing for an initial meeting with city staff. A budget work session is also planned with the city commission on June 10 at 5:30. The library's budget request will include a \$35 per month per hot spot service plan to continue providing hot spots after grant funding runs out in August. Board members are also invited to volunteer to act as tour guides for the Cemetery Walk on June 5.

Old Business

- None

New Business

- Discussion of Social Media Policy: Motion by Otterman with a second by Mechtenberg to retain current policy and add "YCL staff will follow the social media policy outlined in the City of Yankton personnel manual".
- Gift and Donation Policy: Motion by Mechtenberg with a second by Webber to approve updated policy as presented.
- Microfilm Reader/Printer Use Policy: Motion by Mechtenberg with a second by Otterman to approve updated policy as presented.

Other Business:

- YCL Foundation update: The YCL Foundation held its annual meeting and reorganized on May 1. New officers (Ann Clough, President, Tonya Ferrell, Vice President, Dennis Menke, Treasurer) and four new members (Cassandra Hathaway, Roberta Ambur, Rebecca Johnson and Liz Healy) are in place. Over 1100 survey responses have been received to date. Focus groups including community members and staff have been held, A final report is expected in August with a public meeting at the library and a presentation to the City Commission.

Adjourn the meeting of May 8, 2024: Mechtenberg made a motion to adjourn at 6:00 pm. Otterman seconded. Unanimous approval.