

**YANKTON COMMUNITY LIBRARY  
BOARD OF TRUSTEES MEETING  
Regular Meeting  
Wednesday, June 12, 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 Koerner at 5:30 pm. Present were Sue Otterman, Sarah Mechtenberg, MaryPat Bierle, Yankton City Commissioner Jerry Webber, Yankton County Commissioner Ryan Heine, Library Director Dana Schmidt and Assistant Library Director Linda Dobrovolny.

**Additions to the agenda:** None.

**Approval of May 8, 2024 minutes:** Webber made a motion to approve the May 8, 2024 minutes with a second by Mechtenberg. Unanimous approval.

**Public Comment Period:** none

**Discussion of bills/Accept Financial Report:** Schmidt reported that ALA has approved a grant extension until September 1 to complete work on the bathroom modifications. The contractors have indicated verbally that they can meet that deadline. Flooring covered by the grant funds has been installed in both entryways. Motion: Webber made a motion to accept the financial report with a second by Bierle. Unanimous approval.

**Communications and correspondence:** Schmidt shared a thank you from the Mead Museum for the Cemetery Walk partnership. She also shared an email from a patron thanking staff for a book recommendation and for their helpful friendly service. Next, she shared a report of an appreciative out of town caller who thanked the staff by sending flowers after receiving assistance by phone.

**Director's Report:** Schmidt added several announcements to the written report. Nathan Johnson and Meg Severson have been appointed to serve three-year terms on the board by Mayor Schramm. Commissioner Webber will continue to serve as the City Commission liaison. There has been conversation with other South Dakota libraries and attorneys regarding HB 1197. Schmidt will be bringing potential updates to the Collection Development Policy and Computer Policy to ensure we are compliant with the terms of the law. Bierle suggested a follow up with Mike Stevens after City Attorney DenHerder's review of possible policy changes. Karley Schieffer has returned for the summer along with Emilee LaBarge, a part time employee, who has additional hours available during the summer as she works for the Yankton School District during the school year. Tonya Ferrell has completed her temporary position. A new bench and trash can have been placed at the library's east entrance in honor of Delores Nelson, longtime library volunteer. The City has chosen to give employees an additional holiday on July 5. The library will close at 5 pm on July 3 and will be closed on July 4 and 5. YCL hosted a successful Yankton School District literacy event attended by 150 students and parents. Cassi Pietz, Youth Services Librarian, visited schools in May help to encourage summer reading registration, Schmidt attended a recent County Commission meeting to give library updates. The library survey is now closed. A report is anticipated in August. Budget preparation for 2025 is in progress. Pending commission approval and survey results, there is \$50,000 in the YCL

2025 budget for a design concept of a potential library building project. Mechtenberg complimented the successful Party in the Park collaboration with Parks & Rec.

**Old Business:** none

**New Business**

- **Website Policy:** Schmidt presented a recommendation to remove the Website Policy and follow the City Personnel Manual as it relates to website use. Bierle made a motion to remove the Website Policy with a second by Heine. Unanimous approval.
- **Marketing Plan:** Webber moved to approve proposed updates with a second by Bierle. Unanimous approval.

**Other Business:**

- YCL Foundation update: Dr. Kindle and Melanie Ryken were present at the last meeting to give a virtual tour of Trailhead Learning Center progress, Upcoming site visits are planned for Norfolk, NE, Columbus, NE. and Marshall, MN, Foundation members, Board of Trustees members and City Commissioners are invited to participate
- Otterman commented that she has enjoyed serving on the board and is thankful for the opportunity. Schmidt and board members thanked her for her two terms of service.
- Members discussed a potential slate of officers for the upcoming year. No action was taken.

**Adjourn the meeting of June 12, 2024:** Webber made a motion to adjourn at 6:16 pm with a second by Bierle. Unanimous approval.

The Yankton Community Library meeting room is accessible to everyone. If you have any additional accommodation requirements, please call 668-5276.