

**YANKTON COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, November 8, 2023, 5:30 pm
Virtual Meeting – GoToMeeting Interface &
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078**

AGENDA

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

Additions to the agenda

Schmidt requested that the Foundation Recommendation for Feasibility Study be moved forward on the agenda to right after Public Comment to respect the time of the speaker.

Approval of October 11, 2023 minutes: Mechtenberg made a motion to approve the October 11, 2023 minutes with a second by Bierle. Unanimous approval.

Public Comment Period: No public comment.

Foundation Recommendation for Feasibility Study

Yankton Community Library Foundation Vice President Ann Clough presented the Foundation's recommendation for a feasibility study from the University of South Dakota Government Research Bureau. The YCL Foundation recommends the most in-depth of three options offered by the GRB because it includes the largest sampling of people without significant time from the library staff. The City has budgeted \$20,000 toward the study in 2024 with the Foundation being responsible for the remaining \$16,345. Clough also updated the board on the fundraising efforts of the Foundation. One hundred and eighty letters have been sent out to a variety of community members. Schmidt will work with foundation members, library staff and other city staff to prepare FAQ's. Bierle made a motion to approve the YCL Foundation's recommendation of option 2 and to ask the city for \$20,000. Webber seconded. Koerner, Otterman, Bierle and Mechtenberg voted to approve. Huff abstained.

Discussion of bills/Accept Financial Report: Schmidt noted expenses for completion of the roof replacement and travel expenses for two conferences. She also noted that Yankton County had been billed \$7,500 for the second half of 2023 and that the county has approved a \$20,000 contribution for 2024. Webber moved to approve the financial report with a second by Bierle. Unanimous approval.

Communications and correspondence: None.

Director's Report: Schmidt highlighted recent and upcoming events including a Tea-Rex Party, Therapeutic Writing, Holiday Movie Bingo, a Noon Year's Eve party and a jigsaw puzzle competition, Quarterly Big 3 (Friends, Foundation, Trustee) meetings will be scheduled and agendas for each group shared. Schmidt also noted the increase in Toy Lending Library stats. Mechtenberg commented on the success of the partnership with the Yankton School District for Literacy and Math Night. Dobrovolny shared that YCL is the recipient of a South Dakota Humanities Council for \$2,000 for programming related to Missing or Murdered Indigenous Persons.

Old Business

- **By-laws approval:** Webber made a motion to approve the by-laws with a second by Bierle. Unanimous approval.
- **Laptop & Hotspot Lending Policy:** Mechtenberg made a motion to approve the Laptop & Hotspot Lending Policy with a second by Huff. Unanimous approval.
- **Email Address for Library Board:** Schmidt presented the possibility of having an email address available for members of the public to contact board members. She would work with IT to implement. Motion by Webber to approve and add to website. Second by Otterman. Unanimous approval.
- **Collection Development Policy:** Moved to later agenda to allow time for further research.

Other Business: Bierle moved to correct the minutes of October 11, 2023. Otterman was not in attendance. Huff seconded. Unanimous approval.

Public Comment Period

Adjourn the meeting of November 8, 2023: Webber motioned to adjourn with a second by Mechtenberg. Unanimous approval.

Next meeting December 13 at 5:30 pm.

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