

**MINUTES OF THE BOARD OF TRUSTEES MEETING  
YANKTON COMMUNITY LIBRARY  
Wednesday, October 8, 2019, at 5:30 p.m.  
Yankton Community Library, Meeting Room**

Meeting called to order by President Christine Tielke at 5:30 p.m. Present were Sue Otterman, Lilah Gillis, David Koerner, Amy Nelson, Yankton City Commissioner Jerry Webber, Library Director Dana Schmidt and Assistant Library Director Linda Dobrovolny.

Absent with regrets: Yankton County Commissioner Joe Healy

**Additions to the agenda:** None.

**Minutes:**

Motion to approve the minutes of the September 11, 2019 meeting by Nelson, with second by Webber. Unanimous approval.

**Discussion of Bills and Financial Report:**

Schmidt reported that the rooftop HVAC replacement was completed in September by Larry's Heating and Cooling at a cost of \$24,000, which was within the estimated cost for the project. Though this expense was not budgeted for in 2019, Schmidt is expecting to make up the cost through savings in other areas. Gillis commented that the revenue for overdue fines and lost and damage fees were both higher than estimated for the year.

Webber made a motion to accept the financial report, with a second by Gillis. Motion approved.

**Communications and Correspondence:** Schmidt shared thank you notes from Master Gardeners for partnering with them to host their Fall Fling, Vishay Intertechnology, Inc. for hosting a team building exercise for their staff and the Stefanie Hooley family for a fun summer reading program. Schmidt also shared a small clipping from the local paper mentioning the Yankton Seed Library in regards to a "super carrot."

Schmidt reported a \$1,000 donation from Larry and Deb Burnight to be used to purchase Large Print books as well as a \$20 donation from Mary Gunderson in memorial of MelCena Bernard.

**Public Comment Period:** None.

**Director's Report:** Schmidt reported that the library recently had been approached by two local businesses to use the Escape Room activity as a team building exercise. Vishay participated on September 22 and River City Domestic Violence shelter will participate on October 24. Schmidt thanked the Board members for their willingness to participate in library events including helping with the Harvest Halloween craft for kids. Schmidt reported that three library staff attended the South Dakota Library Association Conference in Spearfish in September. The staff were able to listen to inspiring speakers, network with other librarians around the state and attend some informative sessions. The staff appreciates opportunities to attend these events. She also noted that four YCL staff received their library certification at conference. Schmidt reported that the Library Foundation is planning a meeting

for October 22 and they intend to update their bylaws and discuss future fundraising projects to promote the Library Foundation. Schmidt reported that the library will be offering new teen events each Wednesday called Teens Create. Teens will be able to try different crafts such as kumihimo braiding and melting bead creations while listening to an audiobook.

**Old Business:**

- The updated behavior policy was reviewed by City Attorney, Ross DenHerder, with no additional changes recommended. Webber made a motion to approve the policy with a grammatical correction with a second by Otterman. Unanimous approval.
- The updated Agreement for the Provision of Library Services with the County was changed due to reduced funding from the County. Cards will now cost \$20 annually (previously \$5) for those households that are outside of city limits but within Yankton County. A motion to approve the updated agreement was made by Gillis with a second by Koerner. Unanimous approval.

**New Business:**

- By-laws were reviewed by the board. Updates were made to clarify allowing participation in meetings via phone or website interfaces as well as granting the board the ability to vote by email between meetings when necessary. Motion was made by Nelson to approve the suggested changes, with a second by Webber. Unanimous approval.

**Other Business:**

- None.

**Adjourn the meeting of October 8, 2019**

Motion by Koerner to adjourn with second by Otterman. Unanimous approval. Meeting adjourned at 6:00 p.m.

Respectfully submitted,  
Dana Schmidt, Library Director