

**MINUTES OF THE BOARD OF TRUSTEES MEETING  
YANKTON COMMUNITY LIBRARY  
Wednesday, September 9, 2020, 5:30 p.m.  
Virtual Meeting-GoToMeeting interface and physical location in the Meeting Room**

Meeting called to order by President Christine Tielke at 5:32 p.m. Present were Sue Otterman, Amy Nelson, David Koerner, Sarah Mechtenberg, Yankton City Commissioner Jerry Webber, Yankton County Commissioner Dan Klimisch, Assistant Library Director Linda Dobrovolny and Library Director Dana Schmidt.

Jerry Webber excused herself from the meeting at 5:50pm.

**Additions to the Agenda** None.

**Approval of August 12, 2020 Minutes** Motion to approve the minutes of the August 12, 2020 meeting by Nelson with a second by Webber. Unanimous approval.

**Discussion of Bills / Financial Report** Schmidt reported that the library has given several free trials and free extensions of pay cards during the closure. As of July, we have begun to request payments again. There have been several payments coming in over the last month. We are currently at 65% of the projected income estimate for library cards and we seem to be on track for the year. This amount is also affected by the increase of county card fees (from \$5 to \$20) since January 1, 2020. Motion to accept the financial report made by Webber with a second by Otterman. Unanimous approval.

**Communications and Correspondence** Schmidt shared a couple of thank yous from patrons about the curbside pick-up service.

**Public Comment Period** An individual from the public joined the meeting virtually. He asked about when the library would be reopening and resuming normal services. He stated that he is interested in having weekly meetings in the library.

**Director's Report** In addition to the written report, Schmidt mentioned that Amanda Raiche has accepted another position. She thanked Amanda for all the hard work and dedication she gave to the Yankton Community Library and families in the community over the last few years. Schmidt also reported that there were three new part-time staff beginning this week. It is exciting to welcome new members to our team. Hopefully we will get more staff in place so that we can cover all shifts as we gradually increase our business hours when we decide to do so. In addition to the Youth Services position, the library will be posting full-time positions soon. Schmidt reported that the Friends' outdoor book sales were going really well. They are selling a lot, but there are still a lot of donations coming in. She requested that Board members follow the Friends' new page on Facebook.

### **Old Business**

- **Reopen plan for the library-status update** Schmidt reported that curbside pick-ups remain busy and that the library appointments tend to fill up every day (typically between 15-25 people per day). Schmidt aims to start Grab & Go in October in which the east doors would be unlocked from 9-12 Monday through Saturday. This would allow individuals to come in for browsing, computers and various other services without having to make an appointment. Quick visits will be encouraged.
- **Technology Plan & Mask Policy-Final copies attached for viewing**

### **New Business**

- **By-laws review** Suggested changes to the by-laws were reviewed. Klimisch requested that we further review Article III, Section 3. Schmidt said she would have the City Attorney review the by-laws and bring them back to the next Board meeting for further discussion or a vote.

### **Other Business**

- **CIPA-Children's Internet Protection Act**-The library needs to be CIPA compliant in order to receive Federal funds for technology, including the \$2,000 the library was awarded through the CARES Act this Spring. Schmidt has talked to some other library directors and will reach out to the City's IT department for filtering options. The Board can consider internet filtering for the library to be discussed at a future meeting.
- Schmidt reported that there are two virtual library conferences (SDLA & ARSL) coming up at the end of the month. She will be sending out information about the conferences. If Board members are able to attend some sessions, this will count toward the Board training needed for the library to maintain Exemplary status.

**Adjourn the meeting of September 9, 2020** A motion was made by Koerner to adjourn the meeting with a second by Nelson. Unanimous approval.

The Yankton Community Library is committed to making its facilities accessible to everyone. If you have additional accommodation requirements, please call 668-5276.