

PHOEBE APPERSON HEARST LIBRARY
BOARD OF TRUSTEES MEETING
Monday August 16, 2021 @ 5:00 pm
MINUTES

Call to order

Present: Gary Linn, presiding, Barb Fosheim, Micki Moore, Elizabeth Groeger, Donna Job

Also present: Sarah Shoop, Library Director

Absent:

Consent Calendar Items

Review of Minutes from June 14, 2021 Board Meeting

M/ Micki, S/Barb, carried to approve as read June 14th, 2021 Board of Trustees Regular Meeting Minutes

Administrative Reports

Circulation

Circulation for the Lead library went up quite a bit for July. The summer reading programs were a big hit and attracted a lot of readers from all ages.

June

Monthly total of 1,083 in-house visits which was a big increase from May

Circulation totaled 1,840 that number included:

273 online checkouts

90 items exchanged via Interlibrary Loan

July

Monthly total of 1,387 in-house visits which was an increase from June

2,630 total items checked out

103 items were exchanged with other libraries

311 items were checked out online

Library Website

Google analytics shows that the Lead library website had 357 page views in June and 435 in July.

We've had a lot of positive feedback from library patrons about the website. Luci Seid from Mile Up Marketing is working to get us a calendar feature. That will happen in either October or November of this year and should be no extra cost to the library. They are trying to use up funds that other libraries have not claimed.

Black Hills Library Consortium

Sarah attended the BHLC meeting on July 20th. The other libraries in the consortium were confused why the Lead library is the only one not with the BHLC eBooks. Sarah explained that by staying with SD Titles to go, patrons who have cards with multiple Lawrence County libraries have access to more options by using both SD Titles to go AND BHLC. That along with the cost difference (it's less expensive to stay with SD TTG) make a strong case for not changing at this time.

Acquisitions

New books from the past 3 months are still on display in the main room of the library for easy browsing. Sarah and Luba have begun making posters starting with July. The library will continue to make posters for new books and movies and will try to make some for the new audiobooks as well. Starting in September, the library

will have new books once again on the new book shelf and not on the front table. The plan is to have the chairs back out for people to use the big table.

Financial Reports

June

The budget for June shows the Black Hills Library Consortium contract. There was a 3% increase for next year which is an increase of \$42.17.

The budget also shows a charge of \$198 for new locks and keys. Cyndie said that there one key never returned from Katie. Also, with the amount of people that have worked at the library over the years, it seemed like a good idea to change the locks.

July

The budget/petty cash shows routine expenses. We did start a subscription with Newspapers.com. This will be useful in helping people with research as it has a search function, which our microfilm machine does not. Additionally, the state library changed their newspaper database and is no longer searchable like it was in the past. Sarah bought a new carpet shampooer for the library as the one we had died last year.

M/ Elizabeth, S/Donna, carried to approve as read August 16th, 2021 Financial Reports.

Old Business

Luba and Micole are both still doing really well. They are both hard workers and are very reliable.

New Business

Lawrence County Funding for 2022

It looks like Lawrence County is pretty set on decreasing the library budget by 10% for 2022. The Lead library staff have been encouraging people to contact the Lawrence County commission with their experiences in the library and why the library is important to them. The 10% cut will mean that the Lead library will lose \$10,874 and will have a total of \$97,866 from the County. It is unclear at this time whether or not the County will cut the budget every year after this as originally proposed. The City Administrator seems willing to work with the library to help absorb some of that into the city budget.

Adjourn

Upcoming Dates

Library Board Meeting **October 18th, 5:00 pm**