

PHOEBE APPERSON HEARST LIBRARY
BOARD OF TRUSTEES MEETING
Monday, June 17, 2024 @ 4:00 pm
MINUTES

Call to order

Present: Gary Linn, presiding, Barb Fosheim, Micki Moore, Beth Bertolotto

Absent: Elizabeth Groeger

Also present: Sarah Shoop, Library Director

Consent Calendar Items

Review of minutes from April 15, 2024 meeting.

M/ Barb, S/ Micki to approve the minutes from the April 15, 2024 meeting.

Administrative Reports

Circulation

The board looked at circulation statistics for the library for April and May of 2024. Circulation and attendance appear to be holding steady and the library expects an increase in both for the summer months.

Financial Records

April

Petty Cash

Petty cash for April shows routine expenses.

Budget

The budget for April also shows routine expenses.

May

Petty Cash

Petty cash for May shows routine expenses.

Budget

The budget also shows routine expenses.

There was a question about who Arley K Fadness is on one of the reports. He is the author of the book *The KKK in South Dakota*. It was cheaper for the library to purchase his book directly from him than from Amazon or another vendor.

M/ Micki, S/ Barb to approve the Hearst Library financial records for April and May of 2024.

New Business

Book Sale

The library sold books as a part of the community-wide garage sale on Saturday, June 15th. The fire department did not host tables for people to use to sell items this year, so the sale was held at the library during open hours. The library made \$100 between Saturday, June 15th and Monday, June 17th. The sale will continue all week and end after Saturday, June 22nd.

County Budget Request

Gary and Sarah met with the other Lawrence Co. library directors and board presidents as well as the county commission representative, Eric Jennings to present the 2025 Lawrence Co. library budget request. The libraries asked for a 10% increase in the budget which puts the total budget at \$487,360 of which \$107,653 would go to the Lead Library.

Grant from Wharf

The Wharf Trust Fund generously donated \$4,900 to the library endowment so that the library may purchase a new Ricoh printer. This will allow the library to provide faxing services once again.

Grant from Francis & Walter Green Trust Fund

The Francis & Walter Green Trust Fund generously gave the library \$250 to be used for the Teen Life Skills Program.

HB 1197

HB 1197 was recently passed into law and will go into effect on January 1, 2025. All public libraries will be required to have parent permission for minors to check out materials from the adult section and will be required to post policies on their websites. Additionally, libraries will be required to have filtering software on any computer that can be accessed by minors.

Reappointment of Trustees

Barb and Elizabeth are up for reappointment if they wish.

M/ Micki, S/Beth to approve reappointment of Barb Fosheim to the Lead Library Board.

M/ Beth, S/ Barb to approve reappointment of Elizabeth Groeger pending her acceptance of the position.

Review Interlibrary Loan Policy

The library staff wondered about changing the interlibrary loan policy so that patrons may request DVDs from other libraries. Patrons would still only be able to check out 3 at one time. In the past, the reasoning behind not allowing patrons to request DVDs from other libraries was cost, however that doesn't make much sense because the library allows patrons to request audio books on CD and those cost twice as much as DVDs on average. The library staff is trying to keep up with weeding, but the DVDs check out all the time which makes it difficult to pull items. Space is also becoming an issue. Additionally, the library would save money if they did not have to buy every requested DVD.

M/ Micki, S/ Barb to approve the changes to the Interlibrary Loan Policy.

Adjourn

Upcoming Dates

Library Board Meeting

August 19, 2024 @ 4:00 pm