

PHOEBE APPERSON HEARST LIBRARY
BOARD OF TRUSTEES MEETING
Monday, October 21, 2024 @ 4:00 pm
MINUTES

Call to order

Present: Gary Linn, Presiding, Micki Moore, Elizabeth Groeger, Beth Bertolotto

Absent: Barb Fosheim

Also present: Sarah Shoop, Library Director

Consent Calendar Items

Review of minutes from August 19, 2024 meeting.

M/Micki, S/Elizabeth to approve the minutes from the August 19, 2024 meeting.

Administrative Reports

Circulation

The board looked at circulation statistics for the library for August and September of 2024.

Financial Records

August

Petty Cash

Petty cash for August shows routine expenses.

Budget

The budget for August also shows routine expenses.

September

Petty Cash

Petty cash for September shows routine expenses.

Budget

The budget also shows routine expenses for September.

M/Elizabeth, S/Micki to approve the Hearst Library financial records for August and September of 2024.

Old Business

Sarah – SDLA Conference

The SDLA conference was held in Aberdeen, SD from September 25-27th. Sarah attended and learned about book repair and HB 1197. HB 1197 will go into effect as law January 1, 2025. There were several helpful sessions about what libraries need to have in their policies to be in compliance with the law.

New Business

Review Circulation Policy

The circulation policy was updated to reflect that the library does not collect materials found to violate Section 22-24-27(11) of South Dakota Codified Law and that library card holders with a valid library card may submit a reconsideration request. The policy also now states that the decision as to what a minor may read, view, or listen to is the responsibility of their parent/guardian and selection will not be inhibited by the possibility that materials may inadvertently come into the possession of minors. Additionally, the policy is being changed to

reflect the change that the one-time out of county fee of \$15 will now be a yearly \$20 fee for card holders that are not residents of Lawrence County. At the present moment, the Lead Library is the only library that charges a one-time fee, which isn't really fair to the local taxpayers who pay their taxes every year. Additionally, even with the increase to \$20, the Lead Library would still be the lowest fee of the local libraries. The final changes to the policy reflect the recent addition of a set of pickleball paddles that patrons can check out as well as their corresponding lost/damaged fee.

M/Micki, S/Beth to approve the changes to the Circulation Policy

Review Computer Use Policy

A section stating that "In compliance with section 22-24-56 of the South Dakota Codified Law, Parents/Guardians, not library staff, are solely responsible for monitoring their child's internet use. While the library utilizes an internet firewall system to block inappropriate content, no system is completely foolproof. The library encourages parents and guardians to take an active role in guiding their children's online activities." Micki wondered about changing the wording for printing to say that full page *images* cost more. The rest of the board agreed.

M/Beth, S/Micki to approve the changes to the Computer Use Policy with the discussed changes

Adjourn

Upcoming Dates

Thanksgiving Pie Sale
Library Board Meeting

November 27th, 2024
December 16th, 2024 @ 4:00 pm