

PHOEBE APPERSON HEARST LIBRARY
BOARD OF TRUSTEES MEETING
Monday, February 10, 2025
MINUTES

Call to order

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

Absent: Elizabeth Groeger

Also present: Sarah Shoop, Library Director

Consent Calendar Items

Review of minutes from December 16, 2024 meeting

M/ Barb, S/ Beth to approve the minutes from the December 16, 2024 meeting.

Executive Session – Personnel

M/ Barb, S/ Micki to go into executive session at 4:00 p.m.

M/ Beth, S/ Micki to come out of executive session at 4:08 p.m.

Administrative Reports

Circulation

The board looked at circulation statistics for the library for December 2024 and January 2025.

Financial Records

December 2024

Petty Cash

Petty cash for December shows routine expenses.

Budget

The budget for December also shows routine expenses.

January 2025

Petty Cash

Petty cash for January shows routine expenses.

Budget

The budget also shows routine expenses for January.

M/ Micki, S/ Barb to approve the Hearst Library financial records for December 2024 and January 2025.

2024 Financial Report

The report includes all final expenses for 2024 as well as the amount left that the library did not spend. The library was not over budget. Sarah noticed that there were a few strange line items on the 2025 budget and attempted to contact the city finance officer. The city finance officer did not answer Sarah's email and was out of the office. Sarah will keep the board updated on the 2025 budget.

M/ Barb, S/ Beth to approve the 2024 financial report.

2024 Annual Survey

The library board looked at the annual survey for 2024. Sarah filled it out and it is due March 31st.

M/ Barb, S/ Beth to accept the 2024 Annual Library Survey.

Old Business

Update on State Library Funding and HB 1041

On Monday, February 3rd, Sarah and the directors from the Spearfish and Deadwood libraries carpooled to Pierre, SD to attend the Joint Committee on Appropriations meeting on the morning on February 4th. There were over fifty librarians and library supporters there to voice opposition to the cuts and HB 1041. The only cost to the library was Sarah's overnight stay which wasn't much and will come out of the travel part of the library's budget. The chair of the Committee couldn't guarantee anything, but stated that people taking time to come to Pierre to voice their concerns makes a difference. On Wednesday, February 5th, the House Education Committee met to discuss the bill and the cuts to the State Library and they voted unanimously to **not** recommend the cuts or HB 1041 after stating how many constituents have reached out. The Joint Committee on Appropriations will meet Tuesday, February 11th to proceed. Sarah is watching the progress of the bill intently and will update the Library Board and the general public as she knows more.

New Business

Review Severe Weather Policy. The only changes made to the Severe Weather Policy were to add area codes to the existing phone numbers.

M/ Beth, S/ Barb to approve the Severe Weather Policy as printed.

Adjourn

Upcoming Dates

Library Board Meeting

Monday, April 21st, 2025