

PHOEBE APPERSON HEARST LIBRARY
BOARD OF TRUSTEES MEETING
Monday, April 21, 2025
MINUTES

Call to order

Present: Gary Linn, presiding, Micki Moore, Barb Fosheim, Elizabeth Groeger (Zoom)

Absent: Beth Bertolotto

Also present: Sarah Shoop, Library Director

Consent Calendar Items

Review of minutes from February 10, 2025 meeting.

M/Barb, S/Micki to approve the minutes from the February 10, 2025 meeting.

Administrative Reports

Circulation

The board looked at circulation statistics for the library for February and March 2025.

Financial Records

February

Petty Cash

Petty cash for February shows routine expenses.

Budget

The budget for February also shows routine expenses.

March

Petty Cash

Petty cash for March shows routine expenses as well as a one-night stay in Pierre for Sarah. She stayed in Pierre to help advocate for librarians when the SD State Legislature was discussing HB 1239.

Budget

The budget also shows routine expenses for March.

M/Micki, S/Barb to approve the Hearst Library financial records for February and March.

Old Business

Update on State Library Funding and HB 1239

Last year, State Library advocates were horrified at a budget plan from then-Gov. Kristi Noem that would've hollowed out the State Library. The Legislature softened the cuts during its annual lawmaking session, keeping the State Library alive and eligible for a federal grant that funds much of the organization's budget. Then, shortly after lawmakers went home in mid-March, President Donald Trump signed an executive order directing the head of the Institute for Museum and Library Services, or IMLS to cut its operations to the "maximum extent allowable by law."

HB 1239 was amended to keep legal protections in place for librarians, but libraries will need to add to their challenged materials policies a section that states that if someone challenges an item and does not like the board's decision, they can take them to court to have a judge make the final decision. Sarah is working with other library directors to get wording for this. Will discuss at next meeting.

New Business

Update on Institute of Museum and Library Services (IMLS) and impacts to SD

The State Library has reported that it will not be able to renew its courier contracts. The contract for the eastern side of the state ends at the end of this month while the courier contract for the Black Hills ends in September. Sarah and the other library directors have spoken about this and want to do everything in their power to keep the services going. They will discuss more at the July Black Hills Library Consortium meeting.

Review Circulation Policy

Most libraries in the area are no longer accepting overdue fines. The staff at the Lead Library have not been charging fines if items come back. Sarah has been sending invoices for items that are extremely overdue. If an item still does not come back, the patron's card is restricted and they cannot check out until the item is replaced or returned. This system seems to be working well, but Sarah and the staff wondered if the policy could be changed to reflect this.

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

Review Meeting Room Use Agreement

Currently, the Meeting Room Use Agreement form only applies to organizations. Sarah wondered if the form could be updated to include individuals as there is a significant need for individuals to use the meeting room as a private space to work on online coursework or attend online meetings and have some form of privacy.

M/Micki, S/Barb to approve the changes to the Meeting Room Use Agreement.

Adjourn

Upcoming Dates

Library Board Meeting

Monday, June 16th, 2025