

200 NORTH DAKOTA AVENUE • P.O. BOX 7403 • SIOUX FALLS, SD 57117-7403

# Agenda Siouxland Libraries Board of Trustees Colton Branch Library, 402 Dakota Ave, Colton, SD Wednesday, May 17, 2023 – 4:30 p.m.

- Roll call and declaration of quorum
   (Members Present, Members Absent, Guests Present)
- 2. Adoption/amendment of agenda
- 3. Approval of minutes of March 8, 2023 regular meeting
- 4. Review of financial and statistical reports
- 5. Library Director and Staff reports
  - a) Director Report Alysia Boysen, Senior Librarian
  - b) Summer Reading Program Update Alysia Boysen, Senior Librarian
  - c) Rural West Branches and Bookmobile Stephanie Bents, Branch Librarian
- 6. Public Input
- 7. Unfinished business
- 8. New business
- 9. Other
- 10. Next regular meeting: July 12, 2023 at 4:30 p.m. at the Baltic Branch Library, 213 St. Olaf Ave., Baltic, SD.
- 11. Adjournment



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# MINUTES OF BOARD OF TRUSTEES MEETING Siouxland Libraries

Downtown Library Wednesday, March 8, 2023 – 4:30 p.m.

- Roll Call and declaration of quorum. The meeting was called to order at 4:30 PM by Hogstad. Members present: Adam Emerson, Lorie Hogstad, Anne Land, Justine Murtha, Joel Rosenthal, and Library Director Jodi Fick. Members absent: County Commissioner Dean Karsky Staff present: Alysia Boysen, Bri Schreurs, Amy Larsen, and Monique Christensen
- 2. Adoption of the agenda. Motion by Emerson and second by Murtha to adopt the agenda. Motion carried.
- 3. Motion by Emerson and second by Land to approve the minutes of the January 11, 2023 regular meeting. Motion carried.
- 4. Motion by Rosenthal and second by Land to approve the minutes of the February 8, 2023 special meeting. Motion carried.
- 5. Review of financial and statistical reports. Financial: 12.6% operating budget used with 16% of the year completed. Statistical: Small decrease in number of active cards and an increase in new card registration. Library hours open decreased due to weather related closures in January and February. Check outs of physical items is up 2.8%; digital items are up 25%; overall circulation is up 7.5%. ILL up 3.7% borrowed is what we receive from other libraries, loan is loaned to other libraries. We borrow things that don't fit our criteria to add to our collection or that we no longer own. Movies and audiobook lending and borrowing increased the use of ILL. Justine asked about the big increases at Hartford and Humboldt along with noting that ValleySprings use is low. Last month the Senior Admin team met with Rural East staff to brainstorm how to improve use of the Valley Springs branch. Meeting rooms, study rooms, computer use all up.Computers and also up with the increased reliability of the new computer management software. Program attendance also continues to increase. It was noted that programs that are above capacity may affect the quality of the program for the attendees.
- 6. Library Director and staff reports.
  - a. Director Report Ronning carpeting project is almost done; vendor ran out of carpeting during February installation and will install after hours once carpet arrives. Strategic plan will be presented to the City Council at the Informational session on April 11 at 4 p.m. Monique reported that the Automated Materials Handling units are being installed this week and next. Bri Schruers, Communication Strategist for library presented the Communication Strategy Plan for 2023. It focuses on three areas: Customer growth and retention, Early literacy, and Promotion of specific services including JobNow and LinkedIn Learning. Bookmobile is almost ready to go back on the road with repairs nearly completed from the accident last fall. There was significant body damage, delays in getting the materials, and delays in getting scheduled with the body shop. Staff have been providing limited services to the affected bookmobile stops and have some special activites planned to celebrate the bookmobile being back in service. Library submitted their FTE position requests for next 5 years; these will be considered along with the needs of other city departments. We are working on the 2024 budget request. Rosenthal asked about the materials budget and if it has been able to keep up with inflation. Fick responded that inflation and growth has definitely had an impact. We've donea number of things to help such

as floating collections, faster filling of holds, and courier. We have also been able to add some to the materials budget with increased county funding.

- b. One Book Siouxland update Amy Larsen provided an update on the events planned around Accidental Rancher by Eliza Blue. Blue is a musician and the book highlights her journey in learning to live on a ranch in western South Dakota. April 1 kickoff is a Sustainability expo booths information and give aways, special tea blend. Farm Her display -women farming in SD, Kids activities in Children's area. April 11 RO pioneer experience pioneer gear, butter, wash gclothes April 15 Allen and Jill hisotyr of traditional western music. April 19 kick-off of the Common Roots seed library, classes every month. April 22 Old Clourthouse museum Eliza author talk and music. Room for 200 150 signed up already. Coloring pages, stamp your quilt passport Bethany prairie photographs. Drawing for art prints. Tea and spice exchange. 30 kits for bookclubs to get tea and cookie sets.
- c. Everybody Reads update Fick reported on Everybody Reads. The program runs March 13 31, and is a joint project between Siouxland Libraries and the Sioux Falls School District. This is the second year for the program, and the goal is to encourage reading especially at the schools by showing kids that "Everybody Reads!" An added element is donations to REACH literacy for every 100,000 books read, up to 300,000. People can get their books added to the total both at the libraries or online.
- 7. Public Input. (There was no public input.)
- 8. Unfinished Business. (There was no unfinished business.)
- New Business. To approve the Interlibrary Loan Policy. Alysia Boysen reviewed the policy which
  defines specifics related to borrowing items from other libraries for Siouxland patrons and loaning
  items to other libraries.

  Motion by Pagenthal and accord by Justine to approve the Interlibrary Loan Policy offeeting April

Motion by Rosenthal and second by Justine to approve the Interlibrary Loan Policy effective April 1, 2023

- 10. Other.
- 11. The next regular meeting will be on Wednesday, May 10 at 4:30 PM at the Colton Branch Library.
- 12. Adjournment. The meeting was adjourned at 5:36 P.M.

Alysia Boysen, Library Staff
Date Approved
lodi Fick. Board Secretary

# **CITY OF SIOUX FALLS**



# YEAR-TO-DATE BUDGET REPORT

FOR 2023 04							
ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
048 Facilities 076 Collections 077 Operations 078 Technology 079 Program Support	2,012,548 242,600 6,763,139 688,504 53,856	0 135,000 0	2,012,548 242,600 6,898,139 688,504 53,856	620,225.90 49,792.51 1,901,619.53 466,596.08 8,946.14	.00 .00 59,386.16 32,403.54	1,392,322.32 192,807.49 4,937,133.20 189,504.38 44,059.86	30.8% 20.5% 28.4% 72.5% 18.2%
TOTAL General Fund	9,760,647	135,000	9,895,647	3,047,180.16	92,639.70	6,755,827.25	31.7%

# **CITY OF SIOUX FALLS**



# YEAR-TO-DATE BUDGET REPORT

FOR 2023 04							
ACCOUNTS FOR: 253 Capital Improvement Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
048 Facilities 076 Collections 077 Operations 078 Technology TOTAL Capital Improvement Fund	821,000 100,000 64,400	38,851 0 856,942 895,794	859,851 100,000 921,342 1,881,194	.00 206,371.92 .00 472,093.83 678,465.75	.00 .00 212,435.04 212,435.04	.00 653,479.54 100,000.00 236,813.47 990,293.01	.0% 24.0% .0% 74.3% 47.4%

# Siouxland Libraries Summary Report - April 2023

		This Month			
	This Month	Last Year	This YTD	Last YTD	% Change YTD
People Served / Visitors					
Service area population			241,518	230,819	4.6%
New Cardholders	698	592	2,926	2,555	14.5%
Active Cardholders			89,322	87,202	2.4%
Total Walk-in Visitors	69,856	54,765	264,801	223,987	18.2%
Website Sessions	38,061	35,684	151,914	137,775	10.3%
Library Catalog Sessions	43,017	28,356	147,341	121,256	21.5%
Mobile App Users	2,840	2,374	11,625	9,602	21.1%
Total Digital Sessions	83,918	66,414	310,880	268,633	15.7%
Total Hours Open	1,992.75	1,753.50	7,550.75	7,351.00	2.7%
Resources Used					
Circulation					
Baltic	877	859	3,565	3,243	9.9%
Bookmobile	6,104	5,724	11,684	25,293	-53.8%
Brandon	7,753	7,711	30,473	28,728	6.1%
Caille	24,944	31,939	101,571	103,459	-1.8%
Colton	609	823	3,062	3,530	-13.3%
Crooks	1,127	1,433	5,005	6,039	-17.1%
Downtown	22,177	25,651	91,032	95,363	-4.5%
Garretson	405	355	1,535	1,589	-3.4%
Hartford	1,394	1,088	5,945	4,022	47.8%
Humboldt	619	304	2,102	1,152	82.5%
Oak View	8,924	17,103	35,101	50,108	-29.9%
Prairie West	18,706	17,279	74,652	69,050	8.1%
Ronning	26,811	887	102,218	55,817	83.1%
Valley Springs	134	164	515	780	-34.0%
Siouxland Use Garretson School	51	15	192	110	74.5%
Total Circulation Physical Items	120,635	111,335	468,652	448,283	4.5%
Digital Resource Use					
OverDrive eAudio	15,022	11,568	57 <i>,</i> 598	45,275	27.2%
Hoopla eAudio	3,186	2,381	12,085	9,058	33.4%
OverDrive eBook	14,239	11,985	59,241	48,968	21.0%
Hoopla eBook	1,144	935	4,825	3,803	26.9%
Hoopla Movie, TV, Music, Comic	925	871	4,020	3,725	7.9%
OverDrive Magazine	1,840	1,640	7,454	6,064	22.9%
Total Digital Circulation	36,356	29,380	145,223	116,893	24.2%
Total Circulation All Materials	156,991	140,715	613,875	565,176	8.6%
Interlibrary Loans					
Materials loaned	66	86	318	269	18.2%
Materials borrowed	615	572	2,432	2,228	9.2%
Meeting & Conference Room Use			•		
Total Meeting Room Use	394	288	1,388	1,048	32.4%
Total Study Room Use	1,217	654	3,397	2,261	50.2%
Total Computer Sessions	10,638	8,233	39,906	28,950	37.8%
Wi-Fi Use	54,088	6,084	204,660	23,442	773.0%

# Siouxland Libraries Summary Report - April 2023

	This M	lonth	This N Last	Лonth Year	This	YTD	Last	: YTD	% Chan	ige YTD
										<u> </u>
Programming										
	Programs	Attended	Programs	Attended	Programs	Attended	Programs	Attended	Programs	Attended
Total Adult programs	27	907	21	607	78	1,682	72	1,197	8.3%	40.5%
Total Teen programs	3	40	5	25	22	277	30	171	-26.7%	62.0%
Total Children's programs	23	560	4	96	80	2,557	18	589	344.4%	334.1%
Total Early Learning programs	90	2,322	65	1,444	316	8,834	250	5,376	26.4%	64.3%
Total programs	143	3,829	95	2,172	496	13,350	370	7,333	34.1%	82.1%
Total One-to-One Programs		75		96		307		309	-1	.%
Collection Statistics										
Items added		1,466		1,444		4,638		6,512	-28	.8%
Items discarded		2,372		2,157		5,843		6,429	-9.	1%
Total physical items in collection						270,916		266,507	1.7	7%
Digital eBooks & eAudio added		413		654		1,656		1,926	-14	.0%
Digital eBooks & eAudio discarded		512		246		1,424		794	79.	3%
Total Digital eBooks & eAudio						39,346		36,751	7.:	1%
Total collection size						310,262		303,258	2.3	3%
Outreach										
Library volunteer hours		124.00		99.75		359.50		373.25	-3.	7%
Marketing events (booths, etc.)		1		2		4		3	33.	3%
# of contacts at Marketing events		35		100		65		500	-87	.0%

# Birth to 5 **Reading Log**

June 2–August 11, 2023







Daily fun with your little one! Help your child get ready to read by following along the honeycombs. Once all combs have been marked off, your Summer

Reading Program mission is complete.

# **READ**

A book outside at your favorite park.

WRITE

Make an alphabet

poster with large

and colorful letters.

# **TALK**

Try a new healthy snack and talk about how it tastes.

SING Make a shaker by putting dried rice or beans in an empty container. Shake it while you march and sing.

# **WRITE**

Pop bubble wrap or play with squirt toys to develop muscles needed for writing.

# **READ**

Check out a WonderBook and read along.

# **PLAY**

Play with a large empty box. What can you pretend to be and do?

# SING

Watch Dino O'Dell perform at the Oak View Branch on July 12 at 10 AM or check out a music CD or use Hoopla.

# WRITE

for letter sounds. Look for things that start with the letters in your child's name.



# **PLAY**

Build with clay or playdough.

# READ

Have a family dance

party. Clap, sing,

and twirl to your

favorite songs.

Visit the library and check out a book.

# PLAY

Make an obstacle course outside.

# **TALK**

Talk about today's weather. What should you wear?

Go on a scavenger hunt



# SING

Make up a song using your

# **TALK**

Talk about opposite words (hot/cold, happy/sad, big/small).

# SING

Take turns singing the ABCs. Sing it slow and fast.

# **PLAY**

Visit a library and enjoy a play space.



# WRITE

Write your child's name in big bubble letters. Talk about the sound that each letter makes as they color their name in.

child's name.

# **WRITE**

Draw something you did this summer.

# **READ**

A book about summer.

# **TALK**

Plant a flower seed and talk about the life cycle of a plant.



Ride a trike or bike outside and talk about bike safety.

# **PLAY**

Attend a library program.

# **READ**

A book about your favorite animal.



**READ** 

A book with a

NEW sticker.

# **PLAY**

Make Jell-O together, put it in a cake pan and explore.

# **TALK**

Look at pictures of family members together and name the people you see.

**WRITE** 

Have your child

practice writing

their name or draw

with chalk.

# SING

Sing a favorite song in a loud voice and then a quiet voice.





FOR MORE INFORMATION, VISIT SIOUXLANDLIB.ORG/SUMMER-READING-PROGRAM

Name:	READsquared Username:
Age:	
Email Address:	Password: Current/Future School District:
Phone:	

# **PROGRAMS**

# Siouxland Libraries Present the ZooMobile Summer 2023

ZOOMOR		
DATE	TIME	LOCATION
June 8	10 a.m.	Ronning
June 14	9:30 a.m.	Oak View
June 16	10 a.m.	Garretson
June 23	10 a.m.	Baltic
June 24	9:30 a.m.	Caille
June 28	10 a.m.	Prairie West
July 7	10 a.m.	Valley Springs
July 13	10:30 a.m.	Colton
July 14	9:30 & 10:30 a.m.	Hartford
July 21	10 a.m.	Brandon
July 26	10:30 a.m.	Humboldt
July 28	10:30 a.m.	Crooks
August 4	10 a.m.	Downtown

	Vater	
	V C C I	

DATE	TIME	LOCATION
June 22	10 a.m.	Brandon
July 6	10 a.m.	Ronning
July 20	10:30 a.m.	Colton
July 21	10:30 a.m.	Hartford
August 2	9:30 a.m.	Oak View
August 11	10 a.m.	Caille
August 19	10 a.m.	Prairie West

Let's Explore Together				
DATE	TIME	LOCATION		
June 8	10 a.m.	Brandon		
June 15	10:30 a.m.	Colton		
June 16	10:30 a.m.	Hartford		
June 28	9:30 a.m.	0ak View		
July 18	10:15 a.m.	Prairie West		
July 29	10 a.m.	Caille		
August 3	10 a.m.	Ronning		
August 11	10 a.m.	Downtown		



# **Dino O'Dell Performance**July 12 · 10 a.m. · Oak View Branch

Enjoy a fun-filled time unearthing the mysterious treasures that transport us to all seven continents through music. For children ages 1 to 5.



# **Book Walk**

July 19 • 9:30 a.m. McKennan Park



# Phil Baker Performance August 5 · 10-11 a.m.

Prairie West Branch

Sing, dance, and learn about the world around you with musician Phil Baker. For ages 1-5 and their caregivers.

# Traveling Storytime

June 13, July 18, & August 15 • 10 a.m.

Children will enjoy songs and a story read by staff from Siouxland Libraries while enjoying the outdoors. No registration required.



Scan the QR code for locations and more info.



LIB23\_SR Birthto5 Reading Log.indd



# Prizes

Once you have completed your reading mission, you will be able to choose either a slap bracelet or animal print glasses!\*

Five grand prizes will be given out. The last day for grand prize entries is August 11.

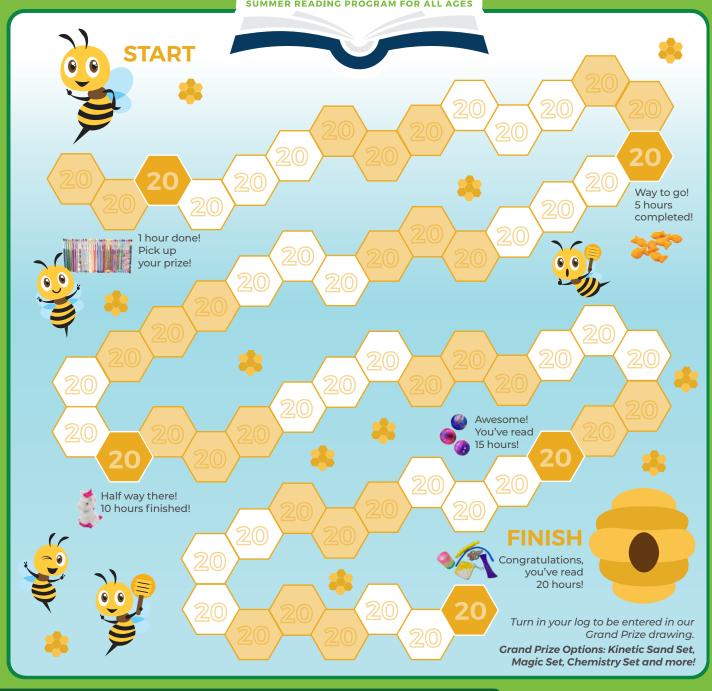
# K-5 Reading Log

STRONGER TOGETHER





June 2-August 11, 2023



Use this log to track the time you spend reading, listening to audiobooks, reading aloud to someone, or having someone read to you this summer. Each hexagon is 20 minutes. Visit any Siouxland Libraries location to claim your prizes! Last day to pick up prizes is August 24. Logs due August 11 for Grand Prize entry.

Name:			
School:			
Grade: _			
Phone o	r Email:		



Scan the QR code or visit the URL below for more information.

Challenge yourself with these extra missions to earn additional raffle tickets. One ticket per completed set.

	Encoura
ME	Write

# iges personal habits that aid in unity.

- what and who you are thankful for.
- Do something that makes you feel brave.
- Explore a new community place.









US

# Encourages looking beyond ourselves to helping others.

- Do something kind for someone.
- Send a thank you note or give someone a compliment.
- Learn something you can share with your family or friends by exploring a library database.



# **Encourages teamwork and cooperation.**

- Pick up 20 pieces of trash in your neighborhood or a park with a friend. Be sure to wear a pair of gloves.
- ☐ Work with a family member to do something nice for a neighbor.
- ☐ Take a friend or family member to a library program and work together to complete the activities.

# **Kickoff Party**

Downtown Library-Friday, June 2, 6:30-8 p.m.

6:30-7:00

Scavenger Hunt **SRP** Registration **Oversized Games Button Maker** 

7:00

**Absolute Science Bubble Show** 

# **Summer Programs Schedule**

# **THEMES**

Flower Power

Field Day Activities

Chalk the Block

Puzzle Frame

Dragons vs. Unicorns

Love Bug Clips

Letter Writing

**Newspaper Forts** 

Scan the QR code for more information and to register for these upcoming programs.



# **Other Big Events**

# **Absolute Science Foam Show**

Brandon Community Library Wednesday, June 14 at 10 a.m.

# Will Parker (Musician)

Prairie West Branch-Friday, July 21 at 10 a.m.

# **Monarch Butterfly Program\***

Oak View Branch-Tuesday, June 20 at 10:30 a.m. Prairie West Branch-Thursday, June 22 at 10 a.m.

\*Required registration online

# **Finisher's Party**

Oak View-Friday, August 18, 6:30-8:00 p.m.

Ocean in Motion Inflatables 605 Art Bus

# **THANK YOU TO OUR SPONSORS**



























# Teen Reading Log

June 2-August 11, 2023





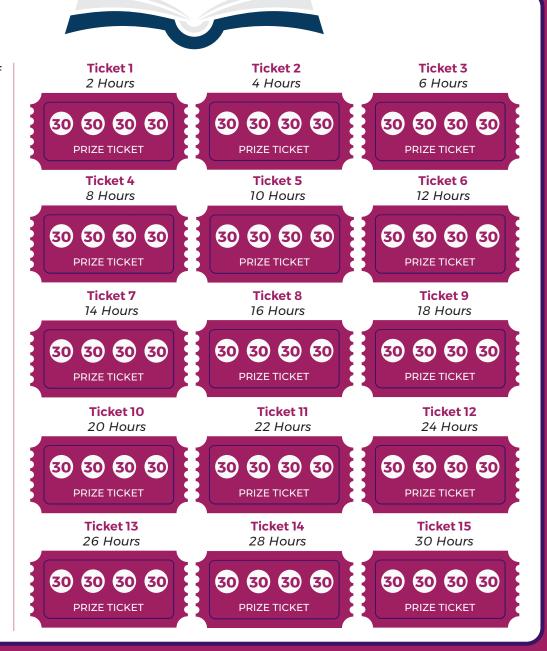


Challenge yourself to read 30 hours this summer! For every two hours you read, you will earn a prize ticket for a chance at an instant prize or multiple raffle entries for the grand prize. Stop by your local library weekly to log your reading. Instant prizes rotate throughout the summer.

Log due August 11 for grand prize eligibility.



Scan the QR code or visit the URL below for more information.



# SIOUXLANDLIB.ORG/SUMMER-READING-PROGRAM

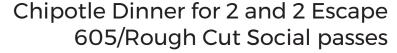
Name:	
Grade:	School:
Email:	
Phone:	

# **Grand Prize Raffle Options\***



Kindle Fire 8" HD

Portable Bluetooth Speaker





\*There will be two winners for each grand prize.

# **Special Teen Programs**

# **LOCK-IN:**

Caille Library • June 30 • 6-8:30 p.m. Registration required

# **TEEN ART CONTEST:**

Entries accepted May 1-June 20

# **Artists' Reception**

Downtown Library · July 14 · 6:30 p.m.

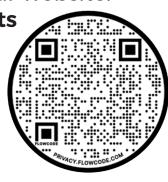
# **END-OF-SUMMER PARTY:**

Prairie West Library · August 8 · 6-7:30 p.m.

For more teen programs, scan the QR code or visit our website:

siouxland.libnet.info/events







# Adult Reading Log

June 2-August 11, 2023



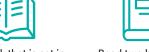




Complete at least seven challenges below for your chance to win prizes. Turn in your completed reading log at any Siouxland Libraries branch between June 2 and August 11 to redeem your finisher's prize and earn an entry into the grand prize drawing. **One log per participant.** 



Read a book that is set in a vacation destination.



Read two books in the same series.



Attend a library program.



Read a book with a cover that makes you laugh.



Read a book about poetry, art, or music.



Read a book with a new sticker.



Check out and play a board game.



Read a book with a Re mysterious cover.



Read a book from a library display.



Sign up for Book Butler. siouxlandlib.org/book-butler



Attend a library program.



Reread a book that you read a long time ago.



Read a book about sustainability.



Read a book chosen by a friend or family member.



Read a book by an author that is new to you.



Read a book that you randomly picked off of the library shelf.



Join the Siouxland Reads group on Facebook and make a post.



Sign up to stay informed on library events. siouxlandlib.org/preferences



Read a book with a cover that is your favorite color.



Download the Libby or Hoopla App and check out an item.



Read a book about a historical event that you would have liked to have seen in person.



Explore LinkedIn Learning or another database on the Siouxland Libraries website. siouxlandlib.org/databases



Read a book that features an outdoor summer activity (gardening, camping, swimming, hiking, etc.)



Bring a friend or family member to the library to sign up for a new library card..



Visit at least 3 Siouxland Libraries locations between June 2 and August 11.

# FOR MORE INFORMATION, VISIT SIOUXLANDLIB.ORG/SUMMER-READING-PROGRAM

Name: _	
Email:	
Phone:	

Would you prefer to be notified via email or phone call if you win a grand prize?





Scan the QR code to find out more about this year's summer reading program!



# **EVENTS**

While you're reading this summer, be sure to also check out these summer library programs for adults (registration required):



# **READ IT AND EAT IT**

Saturday, June 17 · 5-7 p.m. Oak View Branch

# **BUTTERFLY PROGRAM**

Saturday, June 24 · 11 a.m.-12 p.m. Ronning Branch

# THE HISTORY OF BLUES IN AMERICA: A MUSICAL PERFORMANCE BY JOEY LEONE

Monday, July 10 · 6-7 p.m. Downtown Library

# **POETRY SLAM**

Wednesday, August 9 · 5:30-7:30 p.m. Downtown Library

Scan the QR code or visit **siouxland.libnet.info/events** to register for these and other great library programs.

# Finishers' Prizes\* Choice of one

- · Siouxland Libraries color changing ice cream scoop
- · Siouxland Libraries twist and chill fan

# Grand Prizes One winner each

- · Fire HD 8 tablet
- Classic board games 6-pack bundle with2 Escape 605/Rough Cut Social passes
- Wireless ear buds with South Dakota Symphony gift certificate for two
- Deluxe movie night gift gift box with4 Cinemark movie passes
- · Camping gift bundle

