

Agenda
Siouxland Libraries Board of Trustees
Oak View Branch Library – 3700 East 3rd St, Sioux Falls, SD
Wednesday, March 12, 2025 – 4:30 p.m.

1. Roll call and declaration of quorum
(Members Present, Members Absent, Guests Present)
2. Adoption/amendment of agenda
3. Approval of minutes of January 9, 2025 regular meeting
4. Review of financial and statistical reports
5. Library Director and Staff reports
 - a) Director Report
 - b) Oak View Renovation Update – Amy Larsen
 - c) 30th Anniversary Plans – Alysia Boysen
6. Public Input
7. Unfinished business
8. New business
9. Other
 - a) Discussion of 2025 SD Legislative session actions that affect the library
10. Next meeting: May 14, 2025 at 4:30 p.m. at the Garretson Branch Library.
11. Adjournment



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

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Downtown Library – 200 North Dakota Ave, Sioux Falls, SD
Wednesday, January 8, 2025 – 4:30 p.m.

1. Roll Call and declaration of quorum. The meeting was called to order at 4:04 PM by Justine Murtha. Members present: Lorie Hogstad, Anne Land, Justine Murtha, Joel Rosenthal, County Commissioner Jen Bleyenbergh and Library Director Jodi Fick. Members absent: Adam Emerson
Staff present: Aldijana Bonander, Alysia Boysen, Dan Neeves
Public Present: None
2. Adoption of the agenda. Motion by Joel Rosenthal and second by Lorie Hogstad to adopt the agenda. Motion carried.
3. Motion by Joel Rosenthal and second by Lorie Hogstad to approve the minutes of the November 13, 2024 meeting. Motion carried.
4. Review of financial and statistical reports.
 - a. Director Fick reviewed the preliminary year-end financial reports. Operating budget is 95.2% spent, with additional bills yet to be paid. In the Capital budget, 75.2% has been spent.
 - b. Director Fick reviewed the statistical report. The library issued 3.7% more cards in 2024 than in 2023. Active cardholders continues to decline; an active cardholder is anyone that has utilized their card to check out materials within the last three years. No card is required to use Public Computers, meeting/study rooms, or to attend programs. Digital sessions have increased by 9.9% but our mobile app has not been consistent with keeping track of usage so that number is an estimate. Open hours across branches was up by 4.6%. Digital collection continues to go up, last year it went up by 24.6%. Electronic resource use (databases paid by Siouxland Libraries) are recorded on the Summary Stat sheet; this does not include use of databases provided by the State Library. Argus Leader can now be accessed via the library and it lags only a couple days from the actual paper being published. Meeting room and study room usage has continued to rise. Meeting room usage increased by 24.9% and study room usage by 31.7%. Computer usage went up by 9.4%. The library does not track printer usage, however guests visiting the library to utilize printing services has increased. WiFi usage has gone down but this is due to the WiFi hours being adjusted to match Expanded Access hours. Programming numbers continue to grow; it is expected that in 2025 they will remain same with slight increase in programs at Oak View with additional full time employee. Collection size increased by 2.4% with slight decrease to physical items. Volunteer hours have increased by 20.5% while marketing events have gone down by 31.3%.
5. Library Director and staff reports.
 - a. Director Report – Jodi Fick
 - i. **Staffing Update:** Two positions are being filled at the Oak View Branch Library. One is to fill the new full-time employee approved for Oak View Library, and the other is to fill the position left by Brian Borden, Oak View Library Associate, passing away. We have 14 ASCEND intern applications so far. This intern will assist the Learning Librarian in expanding on the onboarding process of new staff.
Oak View Branch Library remodel update: Plans are to enclose the staff area to lessen the noise from the materials handling machine and creating a better working environment. The remodel will include a Mother's Room, a family restroom, three study rooms, smaller quiet room, update landscaping to make it more efficient, and enclose the patio area behind the children's and adult areas that can be used for

programs regularly. In addition, the exterior doors will be replaced with a sliding door vs. a push door to avoid continuous damage to the doors. Which elements are completed will depend on how the bids come in; some items will be bid as alternates. The branch will close during the remodel, and staff will work in different locations. The shelving project is complete, with an open house at the Garrettson Branch on Saturday, January 11, 2025, to showcase the new shelving. Humboldt Branch Library had a refresh with new carpet, paint, some furnishings, and shelving. This is the first refresh for Humboldt since it opened in 1993.

One Book Siouxland was announced this morning, and the book for 2025 is *Vanished in Vermillion*. Lou Raguse is the author who has ties to South Dakota. To accompany the book, a variety of programs are planned for the month of April.

Winter Reading Program is going well and numbers appear to be similar to last year.

Everybody Reads is taking place full month of March this year. Everybody Reads is the theme but we will mimic a look of a gumball machine to track numbers by participants adding a colorful dot for every book they read. This program is a partnership with the Sioux Falls School District, and Augustana University and University of Sioux Falls libraries are joining us in tracking reading this year.

A City Council meeting in December had a group of citizens read excerpts from books that they did not believe should be in the children's and teen areas of the public library during Public Input time. To date, no one has followed the process to have the books reviewed as is required by the Collection Development policy.

- b. Downtown Library Programming Highlights and Security – Aldijana Bonander

No Trespassing signs have been installed outside the building, and the SFPD has reported that they have effectively supported law enforcement efforts outside the library.

Blackstone Security, the new company, began operations on Thursday, January 2, 2025. Five guards are being trained on the processes and expectations for working at the Downtown Library. We look forward to collaborating with the new team and navigating the initial challenges of learning a new role and meeting expectations.

In 2025, programming librarians have been tasked with expanding to reach more users in their target age groups. Programs for children aged birth to 5 are already well-established but will now include a summer puppet show alongside the existing spring and fall sessions. For grades K-5, the *Everybody Reads* program—a collaboration between Siouxland Libraries and the Sioux Falls School District will continue with the addition of Augustana College and the University of Sioux Falls participating. Teen programmers have been challenged to diversify offerings and extend programs across all Siouxland Libraries. Adult programs remain highly popular, with participation continuing to grow. The *Adults Discover* program, which partners with Dakotabilities and Lifescape, has also seen increasing engagement.

6. Public Input. (There was no public input.)

7. Unfinished Business. (There was no unfinished business.)

8. New Business.

9. Other.

- a. Discussion of proposed cuts to State Library and effect on Siouxland Libraries: When Governor Noem's budget cut proposal was released, it including cutting the State Library budget by approximately 65%. If the budget is approved, State Library staff will be reduced by 12.5 FTE. The 59 databases that the State subscribes to so that all citizens have access will be reduced to one. In addition, the courier delivery service that moves books between libraries throughout the state of South Dakota will be cut as well as software supporting interlibrary loan. The State Library also provides professional training for library staff, including the Supercharged Storytelling training that Siouxland Early Literacy staff are required to complete. The State

Library would also no longer receive Federal Funding of around \$1.3 million, as the state is required to match the federal funding with \$0.34 cents for every dollar received. No communication has been received from the State of South Dakota about the proposal and the Department of Education did not ask for any information from public libraries about how this would affect library services. The South Dakota Library Association website has more information, and concerned citizens are asked to contact their State Legislators.

- b. Discussion of Student Success Cards and Circulation Policy: City Council has requested that the library examine options to restore Student Success cards. The library will explore after the legislative session.
10. The next regular meeting will be on Wednesday, March 12, 2025, at 4:30 PM at the Oak View Branch Library, 3700 East 3rd St., Sioux Falls.
11. Adjournment. The meeting was adjourned at 5:53 P.M.

Aldijana Bonander, Library Staff

Date Approved

Jodi Fick, Library Director

DRAFT

CITY OF SIOUX FALLS

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02								
ACCOUNTS FOR: 253	Capital Improvement Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
076	Collections	867,000	3,136	870,136	81,490.41	.00	788,645.70	9.4%
077	Operations	0	111,667	111,667	.00	71,910.00	39,757.00	64.4%
078	Technology	0	169,671	169,671	.00	.00	169,671.00	.0%
TOTAL Capital Improvement Fund		867,000	284,474	1,151,474	81,490.41	71,910.00	998,073.70	13.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02								
ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
048 Facilities	2,180,213	0	2,180,213	194,986.39	.00	1,985,226.40	8.9%	
076 Collections	296,450	0	296,450	29,190.76	11,000.00	256,259.24	13.6%	
077 Operations	7,589,148	0	7,589,148	843,686.75	89,915.80	6,655,545.75	12.3%	
078 Technology	793,121	0	793,121	106,671.52	126,290.29	560,159.10	29.4%	
079 Program Support	65,880	0	65,880	756.51	1,425.00	63,698.49	3.3%	
TOTAL General Fund	10,924,812	0	10,924,812	1,175,291.93	228,631.09	9,520,888.98	12.9%	

Siouxland Libraries Summary Report - February 2023

	This Month		This Month Last Year		This YTD		Last YTD		% Change YTD	
People Served / Visitors										
New Cardholders	688		727		1,574		1,523		3.3%	
Active Cardholders					82,508		88,007		-6.2%	
Total Walk-in Visitors	71,545		69,548		149,674		130,516		14.7%	
Website Sessions	36,090		38,287		77,589		81,113		-4.3%	
Library Catalog Sessions	6,983		7,239		14,819		15,603		-5.0%	
Vega Library Catalog	18,706		26,100		44,209		56,900		-22.3%	
Mobile App Users	18,477		16,416		39,871		34,055		17.1%	
Total Digital Sessions	80,256		88,042		176,488		187,671		-6.0%	
Total Hours Open	1,836.25		1,942.50		3,850.25		3,973.00		-3.1%	
Total Expanded Access Hours	1,762.00		569.00		3,651.00		1,157.00		215.6%	
Circulation										
Baltic	598		533		1,176		1,150		2.3%	
Bookmobile	5,557		4,691		11,381		9,468		20.2%	
Brandon	8,261		7,495		16,772		15,146		10.7%	
Caille	21,950		24,585		45,831		50,265		-8.8%	
Colton	494		610		1,086		1,178		-7.8%	
Crooks	1,005		1,093		2,203		2,278		-3.3%	
Downtown	19,386		21,873		40,954		43,599		-6.1%	
Garretson	619		561		1,268		977		29.8%	
Hartford	1,123		1,599		2,443		3,051		-19.9%	
Humboldt	303		495		628		977		-35.7%	
Oak View	7,237		9,304		15,425		17,798		-13.3%	
Prairie West	17,854		18,299		36,557		36,792		-0.6%	
Ronning	26,553		26,144		54,878		52,113		5.3%	
Valley Springs	109		146		214		268		-20.1%	
Siouxland Use Garretson School	59		123		173		225		-23.1%	
Total Circulation	111,108		117,551		230,989		235,285		-1.8%	
Digital Resource Use										
OverDrive eAudio	21,359		19,034		45,385		39,023		16.3%	
Hoopla eAudio	5,191		4,282		10,747		8,748		22.9%	
OverDrive eBook	16,595		16,443		35,506		34,871		1.8%	
Hoopla eBook & comic	2,244		1,703		4,537		3,486		30.1%	
Hoopla Movie, TV, Music, Binge Pass	1,231		890		2,573		1,749		47.1%	
OverDrive Magazine	6,345		6,278		13,227		13,135		0.7%	
Total Digital Circulation	52,965		48,630		111,975		101,012		10.9%	
Total Circulation All Materials	164,073		166,181		342,964		336,297		2.0%	
Interlibrary Loans										
Materials loaned	62		45		172		98		75.5%	
Materials borrowed	585		631		1,191		1,282		-7.1%	
Total Meeting Room Use	387		366		759		713		6.5%	
Total Study Room Use	969		1,091		1,959		1,897		3.3%	
Total Computer Sessions	10,140		11,324		20,948		20,852		0.5%	
Wi-Fi Use			54,987		35,712		96,619		-63.0%	
Programming										
Adult Programs	33	477	20	306	70	1,299	34	487	105.9%	166.7%

Siouxland Libraries Summary Report - February 2023

	This Month		This Month Last Year		This YTD		Last YTD		% Change YTD	
Teen Programs	9	60	10	120	22	173	18	195	22.2%	-11.3%
Children's Programs	27	1,176	29	778	56	3,382	48	1,269	16.7%	166.5%
Early Learning programs	106	2,044	101	2,319	213	4,360	190	4,115	12.1%	6.0%
Total Programs	175	3,757	160	3,523	361	9,214	290	6,066	24.5%	51.9%
Total One-to-One Programs	136		69		304		127		139%	
Collection Statistics										
Items added	2,354		2,738		3,972		5,305		-25.1%	
Items discarded	1,592		1,653		5,612		6,854		-18.1%	
Total physical items in collection					270,481		265,168		2.0%	
Digital eBooks & eAudio added	3,546		2,383		7,564		5,209		45.2%	
Digital eBooks & eAudio discarded	3,705		1,050		7,279		3,159		130.4%	
Total Digital eBooks & eAudio					38,967		37,701		3.4%	
Total collection size					309,448		302,869		2.2%	
Outreach										
Library volunteer hours	156.50		154.75		341.50		303.25		12.6%	
Marketing events (booths, etc.)	2		3		2		3		-33.3%	
# of contacts at Marketing events	164		255		164		255		-35.7%	