

Agenda
Siouxland Libraries Board of Trustees
Brandon Community Library – 305 S Splitrock Blvd, Brandon,
SD Wednesday, September 9, 2026 – 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 July 8, 2026, regular meeting
4. Public Input
5. Review of financial and statistical reports
6. Library Director and Staff reports
 - a. Director Report – Alysia Boysen
 - b. Brandon, Baltic & Valley Spring Branches Updates – Sharon Hall
 - c. Scary on the Prairie Preview – Samantha Williams
7. Unfinished business
 - a. Policy on Age Restrictions – Amy Larsen
8. New business
 - a. Temporary Downtown Hours – Alysia Boysen
 - i. Friday, October 9, 9 a.m. – 8 p.m.
 - ii. Monday, October 19, 9 a.m. – 2 p.m.
 - b. 2027 Library Holidays and Closures – Alysia Boysen
 - c. Book Sale – Beth Berg
 - d. Library Bylaws – Dan Neeves
9. Other
10. Next meeting: November 18, 2026, at 4:30 p.m. at the Downtown Library, 200 N Dakota Ave, Sioux Falls, SD.
11. Adjournment



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

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Garretson Branch – 601 N Main St., Garretson, SD

Wednesday, July 8, 2026 – 4:30 p.m.

1. Roll Call and declaration of quorum. The meeting was called to order at 4:30 PM by Justine Murtha
Members present: Jean Bender, Sue Ann Lang, Justine Murtha, Kelly Thompson, Commissioner Jen Bleyenberg and Library Director Alysia Boysen. Members absent: Adam Emerson.
Staff present: Aldijana Bonander, Kim Koblack, Amy Larsen, Dan Neeves, Nicole Norton.
Guest present: Mayor Bruce Brown (Garretson)
2. Adoption of the agenda. Motion by Bender and second by Lang to adopt the agenda. Motion carried.
3. Motion by Lang and second by Thompson to approve the minutes of the May 13, 2026, meeting. Motion carried.
4. Public Input. (There was no public input.)
 - a. Review of financial and statistical reports. Boysen reviewed current financial performance and library usage trends. Budget areas are on track. Several branches reported changes in usage patterns, and overall community engagement continues to grow.
5. Library Director and staff reports.
 - a. Director Report: Boysen provided updates on the Summer Reading Program and the ASCEND intern summer tutoring project.
 - b. Garretson Branch Updates: Kim Koblack & Garretson Mayor Bruce Brown
 - i. Koblack provided information on changes to hours and the positive effects of the change.
 - ii. Brown provided information on updates to the library building, new businesses opening, and current businesses going through major upgrades.
6. Unfinished Business. (There was no unfinished business.)
7. New Business.
 - a. Election of Officers – Alysia Boysen
 - i. Murtha nominated Thompson and Bender second for Thompson to be president. Motion by Bender and second by Lang to approve Thompson as president effective September 9, 2026. Motion carried.
 - ii. Bender nominated Lang as vice president. Motion by Bender and second by Thompson to approve Lang as vice president effective September 9, 2026. Motion carried.
 - b. Expanded Access Guest Agreement: Larsen presented updates to the Expanded Access agreement. Motion by Bender and second by Lang to approve this change effective July 10, 2026. Motion carried.
 - c. Policy on Age Restrictions: Larsen presented the policy on age restrictions. Motion by Bender and second by Lang to table this policy for further discussion scheduled on September 9, 2026. Motion carried.
 - d. Siouxland Libraries Privacy Statement: Larsen presented updates to the privacy statement. Motion by Bender and second by Thompson to approve this change effective Monday, July 13, 2026. Motion carried.
 - e. Temporary Hartford Hours: Boysen proposed extending hours to 8 p.m. on July 30, Aug. 27, and Sept. 24 to accommodate events taking place in the Hartford Community. Motion by Lang and second by Bender to approve the extension of the hours for these three specific dates. Motion carried.
8. Other.
9. The next regular meeting will be on Wednesday, September 9, 2026, at 4:30 PM at the Brandon Community Library, 305 S Splitrock Blvd., Brandon, SD.

10. Adjournment. Motion by Bender to adjourn at 5:42 P.M. Second by Lang. Motion carried.

Aldijana Bonander, Library Staff

Date Approved

Alysia Boysen, Library Director

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CITY OF SIOUX FALLS

YEAR-TO-DATE BUDGET REPORT

FOR 2026 08								
ACCOUNTS FOR: 253	Capital Improvement Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
076	Collections	863,529	15,420	878,949	519,759.55	.00	359,189.64	59.1%
077	Operations	100,000	0	100,000	34.99	.00	99,965.01	.0%
078	Technology	0	100,191	100,191	23,941.00	.00	76,250.00	23.9%
TOTAL Capital Improvement Fund		963,529	115,611	1,079,140	543,735.54	.00	535,404.65	50.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 08								
ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
048 Facilities	2,242,034	0	2,242,034	1,404,166.67	.00	837,866.89	62.6%	
076 Collections	290,081	0	290,081	83,320.90	21,726.00	185,034.10	36.2%	
077 Operations	7,685,355	0	7,685,355	4,594,623.03	66,465.19	3,024,266.90	60.6%	
078 Technology	850,432	0	850,432	771,045.30	19,123.43	60,262.97	92.9%	
079 Program Support	65,880	0	65,880	15,367.70	4,807.98	45,704.32	30.6%	
TOTAL General Fund	11,133,781	0	11,133,781	6,868,523.60	112,122.60	4,153,135.18	62.7%	

Siouxland Libraries Summary Report - August 2026

	This Month	This Month Last Year	This YTD	Last YTD	% Change YTD
People Served / Visitors					
Service area population			260,740	255,913	1.9%
New Cardholders	1,085	1,150	6,597	7,364	-10.4%
Active Cardholders			87,524	83,301	5.1%
Total Walk-in Visitors	70,598	69,413	553,938	616,200	-10.1%
Website Visits	33,945	37,361	280,652	312,513	-10.2%
Library Catalog Sessions	6,770	6,206	47,669	52,464	-9.1%
Vega Library Catalog All Visits	37,511	20,757	193,442	164,659	17.5%
Mobile App Users	30,262	21,905	210,676	154,711	36.2%
Total Digital Sessions	108,488	86,229	732,439	684,347	7.0%
Total Hours Open	2,133.25	1,906.50	16,727.25	15,975.00	4.7%
Resources Used					
Circulation					
Baltic	882	791	6,137	6,509	-5.7%
Bookmobile	3,169	4,054	38,467	42,426	-9.3%
Brandon	10,157	10,169	75,742	76,057	-0.4%
Caille	27,351	28,494	207,471	209,519	-1.0%
Colton	561	625	4,679	5,157	-9.3%
Crooks	1,369	1,518	10,291	10,549	-2.4%
Downtown	22,166	22,896	163,257	170,042	-4.0%
Garretson	933	729	6,435	5,520	16.6%
Hartford	1,760	1,629	11,208	11,348	-1.2%
Humboldt	376	301	2,567	2,666	-3.7%
Oak View	9,607	6,201	62,926	66,704	-5.7%
Prairie West	23,004	20,773	161,771	167,148	-3.2%
Ronning	35,041	36,476	260,007	264,597	-1.7%
Valley Springs	230	142	1,520	1,050	44.8%
Siouxland Use Garretson School	-	28	142	346	-59.0%
Total Physical Circulation	136,606	134,826	1,012,620	1,039,638	-2.6%
Digital Resource Use					
OverDrive eAudio	31,391	25,321	226,516	193,728	16.9%
Hoopla eAudio	-	4,441	12,231	39,526	-69.1%
OverDrive eBook	18,079	16,800	143,135	140,567	1.8%
Hoopla eBook, comic	-	2,372	6,310	18,852	-66.5%
Hoopla Movie, TV, Music, Bingepass	-	1,295	3,584	10,333	-65.3%
Kanopy	1,441	-	7,087	-	#DIV/0!
OverDrive Magazine	7,179	6,968	55,941	54,389	2.9%
Total Digital Circulation	58,090	57,197	454,804	457,395	-0.6%
Electronic Resource Use					
Argus Leader -Hist. - Number of Search	458	485	6,276	6,458	-2.8%
BrainFuse - JobNow - Unique User	25	32	357	347	2.9%
BrainFuse - JobNow - Sessions	168	74	638	1,575	-59.5%
LinkedIn Learning - Log-ins	92	153	1,069	1,502	-28.8%
LinkedIn Learning - Hours Viewed	48	106	868	1,150	-24.5%

Siouxland Libraries Summary Report - August 2026

	This Month		This Month Last Year		This YTD		Last YTD		% Change YTD	
Mango Language - Sessions	561		484		4,853		4,710		3.0%	
Mango Languages - Hours Viewed	108		136		947		884		7.1%	
Novelist - Unique Items investigated	545		758		6,857		9,058		-24.3%	
Novelist - Number of Searches	320		663		3,940		7,115		-44.6%	
Westlaw -Transactions	62				395		-		#DIV/0!	
Total Meeting Room Use	677		296		4,850		3,040		59.5%	
Total Study Room Use	1,205		790		9,123		7,742		17.8%	
Total Computer Sessions	7,365		11,406		66,921		91,693		-27.0%	
Wi-Fi Use	37,700		47,266		319,037		379,969		-16.0%	
Total Adult programs	51	551	26	249	348	3,889	289	4,703	20.4%	-17.3%
Total Teen programs	6	112	4	135	63	645	124	1,458	-49.2%	-55.8%
Total Children's programs	16	777	9	566	235	7,798	258	9,999	-8.9%	-22.0%
Total Early Learning programs	117	2,434	93	2,131	945	19,274	870	20,183	8.6%	-4.5%
Total programs	190	3,874	132	3,081	1,591	31,606	1,541	36,343	3.2%	-13.0%
Total One-to-One Programs	531		298		4,242		1,494		184%	
Collection Statistics										
Items added	2,380		1,447		13,636		13,780		-1.0%	
Items discarded	5,178		1,518		23,659		12,833		84.4%	
Total physical items in collection					262,098		265,262		-1.2%	
Digital eBooks & eAudio added	2,373		1,922		20,832		25,093		-17.0%	
Digital eBooks & eAudio discarded	2,462		2,066		20,555		23,510		-12.6%	
Total Digital eBooks & eAudio					38,959		37,678		3.4%	
Total collection size					301,057		302,940		-0.6%	
Outreach										
Library volunteer hours	258.75		245.75		1,647.50		1,607.25		2.5%	

POLICY ON AGE RESTRICTIONS



Siouxland Libraries places no age restrictions on the use of its print and nonprint collections by minors.

It is our policy that only parents or legal guardians may restrict access to library materials and services. Parents or legal guardians who do not want their children to have access to certain library materials and services can restrict their child's ability to check out materials. Parents or legal guardians should discuss the restrictions with their child in advance.

Parents or legal guardians may request that the library place a block on their child's account to limit the checkout of physical items from selected collections. My First Library Card is also available to residents ages 0–12, which allows checkout of physical items only from children's collections.

The Library and its staff provide equal access to library materials and services for all library guests. Parents or legal guardians are encouraged to accompany their children to monitor the materials their children are viewing in the library.

Adopted by the Siouxland Libraries Board of Trustees [DATE]

2027 LIBRARY HOLIDAYS AND CLOSURES



Library Closed Dates

Holiday	Date	Status
New Year's Day	Friday, January 1	Closed
Martin Luther King Day	Monday, January 18	Closed
Presidents' Day	Monday, February 15	Closed
Easter Sunday	Sunday, March 28*	Closed
Spring Staff In-service	Friday, May 7*	Close at Noon
Memorial Day Weekend	Sunday, May 30*	Closed
	Monday, May 31	Closed
Juneteenth	Friday, June 18	Closed
	Saturday, June 19*	Closed
Independence Day	Sunday, July 4*	Closed
	Monday, July 5	Closed
Labor Day Weekend	Sunday, September 5*	Closed
	Monday, September 6	Closed
Native American Day	Monday, October 11	Closed
Fall Staff In-service	Friday, October 22*	Close at Noon
Veterans Day	Thursday, November 11	Closed
Thanksgiving	Thursday, November 25	Closed
Christmas Eve	Friday, December 24	Closed
Christmas	Saturday, December 25*	Closed
New Year's Eve	Friday, December 31	Closed
New Year's Day	Saturday, January 1*	Closed

Days with an asterisk () are set by the Library Board of Trustees. All other days are set by AFSCME Contract.*

Approved by Library Board of Trustees on September xx, 2026.

BYLAWS OF THE SIOUXLAND LIBRARIES BOARD OF TRUSTEES

Article I - General Provisions

Section 1: These bylaws are intended to set out the duties of the officers of the Siouxland Libraries Board of Trustees ("the Board"), provide procedures by which meetings of the Board are to be conducted, set out methods by which the business of the Board is to be carried on, to specify the powers and duties of the Library Director, and to provide other general rules relating to the government of the Board.

Section 2: These bylaws are supplementary to the provisions of the statutes of the State of South Dakota, the ordinances of the City of Sioux Falls and Minnehaha County as they relate to the procedures of the Board, and the document, "Handbook for Citizen Boards" issued by the Sioux Falls City Council.

Section 3: The Board may adopt Standing Rules it deems appropriate for the conduct of its business or to effectuate these bylaws. Standing Rules may be adopted without previous notice at any meeting by a majority vote of the voting members present. Any Standing Rules may be suspended, amended or rescinded by a majority vote of the voting members present.

Section 4: Any Board member who has any interest of a personal or financial nature in a matter before the Board shall not vote thereon and shall remove him/herself from any meeting or hearing at which the matter is under consideration. The existence and handling of any potential conflict of interest shall be governed by the Revised Ordinances of the City of Sioux Falls.

Section 5: The principal office of the Board shall be located at 200 North Dakota Avenue, Sioux Falls, South Dakota 57117-7403, referred to herein as the "Downtown Library."

Article II - Purpose, Responsibilities, Duties and Powers of the Board

Section 1: The purpose of the Board is to provide governance to and management of Siouxland Libraries in its mission to connect users within its service area to a world of ideas and information to enrich their lives through the most efficient, economical, and effective use of facilities, staff, and material.

Section 2: The Board shall have and exercise all such responsibilities, duties and powers set forth in SDCL 14-2-40 and 14-2-41, subject only to the Home Rule Charter of the City of Sioux Falls in the event of a direct conflict between the statutes and the charter.

Section 3: The duties of the Board consist of carrying out the powers granted it, including, but not limited to:

- a. Establishing and regularly reviewing policies, rules and regulations governing library operations, programs and services.
- b. Reviewing and recommending an annual budget request to the City of Sioux Falls and Minnehaha County and adopting and implementing a final annual budget with those funds appropriated by the City of Sioux Falls and Minnehaha County.
- c. Making recommendations regarding the selection or dismissal of the Library Director.
- d. Regularly reviewing various physical and building needs to see they meet the requirements of Siouxland Libraries, its patrons and potential users.
- e. Cooperating with other public officials and boards and maintaining positive community relations.

Section 4: The Board subscribes to and adopts the Library Bill of Rights, the Freedom to Read Statement and the Freedom to View Statement as adopted by the American Library Association.

Article III - Officers and Duties

Section 1: The officers of the Board shall be a President, a Vice-president, and a Secretary. The Library Director shall serve as the Board Secretary.

Section 2: In accordance with South Dakota Codified Laws 14-2-37 and the Joint Cooperative Library Agreement Between Minnehaha County and the City of Sioux Falls dated December 16, 2002, the Board shall consist of seven members: four appointed by the Mayor of the City of Sioux Falls, one appointed by the Minnehaha County Commission, one member of the Minnehaha County Commission ex-officio during that member's term of office, and the Library Director, ex-officio. Ex-officio members shall not be voting members.

Section 3: The term on this Board is limited to not more than one partial and two consecutive full terms of three years each. Additional terms may be served after a period of one year off the board.

Section 4: Any vacancy on the Board shall be filled for the unexpired term of the member vacating in the same manner as is required for a regular appointment.

Section 5: When any Board member fails to attend at least two consecutive meetings of the Board without explanation, the Board shall advise the missing Board member of its intent to declare the position vacant unless the President, after consultation with the Vice-president and Secretary, shall find good cause for any of the absences and excuse him or her. Regardless of whether the absences are excused, any Board member missing more than 50% of the Board meetings in any calendar year may be removed for cause. Should it become apparent that the Board member is unable to fulfill their responsibilities to the Board, it shall be the duty of the President to notify the appointing official of the vacancy, and, by direction of the Board, suggest two to three names to the appointing official of persons who may qualify to fill the vacancy.

Section 6: The Board shall elect the President and Vice-president from among its members. Each shall be elected at the regular July meeting of each year, and shall serve for a term of one year. If a vacancy occurs in either office, the vacancy shall be filled by the Board for the balance of the term.

Section 7: The President presides at all meetings of the Board, authorizes calls for special meetings, appoints all committees, serves as an ex-officio voting member of all committees, and generally performs all duties associated with that office.

Section 8: The Vice-president has such powers and duties as the Board shall designate. In the absence or inability of the President to perform the duties of that office, the Vice-president will assume and perform the duties and functions of the President.

Section 9: The Secretary shall make certain there is a written record and permanent minutes of the Board's proceedings, showing the vote on each question, indication of absence of members or failures to vote or other exceptions; shall keep records of all official actions of the Board; shall provide for conduct of the correspondence of the Board; shall file the said minutes and shall be the custodian of the files of the Board and its records. The secretary is also responsible for providing Board members with advance notice of each meeting together with a tentative agenda.

Article IV- Meetings

Section 1: The regular meetings of the Board shall be held at times to be determined by the members each year. Special meetings may be called by the President, the Secretary to the board or upon the request of

two members provided that advance notice be given and that the purpose of the meeting be for the transaction of the business stated in the call for meeting. Notice must be given at least 24 hours in advance of the meeting.

Section 2: The date, place, or time of a particular meeting may be changed by the affirmative vote of a majority of the voting members present and voting at the regular meeting prior to the meeting affected.

Section 3: Notice of all meetings of the Board shall be given as required by the South Dakota open meetings law and all meetings of the Board shall be open to the public, except for executive sessions conducted in accordance with the open meetings law.

Section 4: A quorum of the Board shall consist of three voting members.

Section 5: Telephonic attendance by Board members is allowed, but voting by proxy or absentee ballot shall not be allowed. An entire telephonic meeting is allowable, as long as the public has a chance for "meaningful participation" in the process. The City Attorney's Office must be consulted before scheduling a telephonic meeting to ensure that requirements under state law are met.

Section 6: Robert's Rules of Order shall govern the deliberations of the Board, except when such rules are in conflict with these bylaws or the Board's Standing Rules.

Section 7: The rules of order, other than such rules as may be prescribed by statute or ordinance, may be suspended at any time by the consent of a majority of the voting members present at any meeting.

Section 8: An agenda for each regular meeting of the Board shall be prepared by the Library Director preceding such meeting. Board members who wish to have items included on the agenda for a regular meeting shall submit such items to the Library Director at least three business days prior to such regular meeting.

Section 9: Within ten days after the beginning of each calendar year, the Secretary shall give public notice of the schedule of regular meetings of the Board for the ensuing calendar year, stating the regular dates, times and places of such meetings, by posting meeting information on the Library Board of Trustees website and by distribution of a media release. Further, for all regular, special, and rescheduled meetings, public notice shall be given by posting notice of such meeting (including the date, time, and location of the meeting and an agenda for the meeting) at the Downtown Library in a manner visible to the public for a continuous period of at least twenty-four (24) hours preceding the meeting and on the Board's website. For special or rescheduled meeting, the Board may comply with these public notice requirements to the extent circumstances permit. Notice will also be posted at the meeting location if different from the Downtown Library.

Section 10: Whenever a local newspaper of general circulation, or a local radio or television station has filed an annual request with the Secretary for notice of the regular and special meetings of the Board, and has provided the Secretary with a mailing address within Minnehaha or Lincoln County at which such notice may be given, then a copy of the notice of any special meeting or rescheduled regular meetings shall be sent to each such local newspaper of general circulation or local radio or television station by regular mail or email, as each such requester may elect.

Article V - Committees

Section 1: Ad hoc committees of the Board may be created from time-to-time as the Board may decide and direct.

Section 2: All committees shall be appointed by the President unless the Board shall otherwise direct. Each committee chair shall be a member of the Board but committee membership is not restricted to trustees.

Section 3: No committee will have other than advisory powers. Committees will only serve until the completion of the assignment, unless specifically designated by the Board as a standing committee.

Article VI - Procedures

Section 1: The order of business at all regular meetings of the Board shall be as follows:

1. Roll call and declaration of quorum
2. Amendment/adoption of agenda
3. Reading and approval of minutes of previous meetings
4. Public input
5. Review of financial and statistical reports
6. Library Director and staff reports
7. Board reports
8. Unfinished business
9. New Business
10. Other
11. Set date for next meeting
12. Adjournment

Section 2: No vote or action of the Board shall be rescinded at any special meeting of the Board unless there be present at such special meeting as many voting members of the Board as were present at the meeting when such vote or action was taken.

Section 3: At each regular meeting of the Board, the Library Director shall present a breakdown of expenditures since the prior meeting of the Board. It shall specifically describe changes in or amendments to the final budget allocation.

Article VII – Public Input Procedure

The public input portion of any Board meeting shall be permitted for any topic. Notwithstanding the preceding sentence, public input shall not be permitted for any appeal heard by the Board as authorized by the Code of Ordinances, approval of the proposed agenda, and approval of the prior meeting's minutes. Each person providing public input shall be limited to 3 minutes. The proposed agenda shall state the following at the place on the agenda where public input is listed:

"Public input will be received at this time for any items appearing on the agenda and for any other items not appearing on the agenda. Please be advised this will be the only time public input will be received during this meeting. Each speaker will have a time limit of 3 minutes, and the total amount of time devoted to public input shall not exceed 30 minutes."

Article VIII - Library Director

The Library Director shall administer the policies adopted by the Board. Among his or her duties and responsibilities shall be the direction and supervision of staff members in the performance of their duties. The Library Director shall submit to the Board bimonthly reports on the operation of Siouxland Libraries and shall recommend to the Board such policies and procedures as in his or her opinion will promote the efficiency of Siouxland Libraries in its service to the public, its patrons and potential users.

Article IX - Amendment of Bylaws

Section 1: These bylaws may be amended by an affirmative vote of four of the voting members of the Board.

Section 2: A proposed amendment of these bylaws shall be presented in writing at a regular or special meeting preceding the meeting at which the vote is taken.

Adopted by the Siouxland Libraries Board of Trustees on XXXXXX.