



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

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Oak View Branch Library

Wednesday, September 18, 2023 – 4:30 p.m.

1. Roll Call and declaration of quorum. The meeting was called to order at 4:35 PM by Rosenthal. Members present: Adam Emerson, Lorie Hogstad, Anne Land, Justine Murtha, Joel Rosenthal, and Library Director Jodi Fick.
Members absent: County Commissioner Jen Bleyenbergh
Staff present: Alsia Boysen, Beth Berg, and Bri Schreurs.
2. Adoption of the agenda. Motion by Hogstad and second by Murtha to adopt the agenda. Motion carried.
3. Motion by Emerson and second by Hogstad to approve the minutes of the July 12, 2023, meeting. Motion carried.
4. Review of financial and statistical reports. 60 percent of the operating budget has been spent as of the end of August. Fick is projecting approximately \$300,000 extra in the operations budget due to open staff positions. This money will be used for additional furniture at the Downtown Library, several other special projects, as well as buying some of the 2024 approved items. The Ronning Concrete replacement is underway and is a part of the facilities budget. In the Capital Budget, the Collection category is 53% spent. Beth spoke to the delays we are seeing from Brodart. The library is giving Brodart until the end of the year to catch up. If they are not able to, other options will be explored. In the Technology area, the major project is the self-check, AMH, and security gate replacement. The last piece, the security gates, are being installed this week. We are also exploring purchasing additional self-checks for expanded access at some of the rural branches and purchasing additional RFID pads for branches. Statistical Report: Library card holder count is holding steady. The number of new cards issued is like last year. Large increase in app use and this is due to a change in Google analytics changes. Physical circ is staying strong with a slight drop in August. This could be related to the delays in new books arriving. Strong increase in the digital collection. Marketing events: we went to fewer events, but we had higher engagement as we were selective this year with the ones we attended.
5. Library Director and staff reports. Director Report: Staffing news: Amy Larsen has been promoted from Adult Programming Librarian to OV Branch Librarian. Amy has made significant contributions to adult programming: computer classes, Adults Discover, One Book Siouxland; revamped the author talks, and helping staff with book discussion programs. Director Fick sent replies to two Statements of Concern in August for the books Gender Queer and It's Perfectly Normal. Jodi reviewed the books and determined that the books should remain and are in the correct areas of the collection as they are within the Collection Development Policy guidelines.


Communications Report - Alysia Boysen and Bri Schreurs spoke about the work that has been happening throughout 2023 in library and Communications. Alysia and Bri have been using paid and earned media this year to promote library programs. The paid media for Summer Reading resulted in 900 clicks back to the library website. Alysia shared successes with Patron Point and email marketing software. She also spoke about the decision to add LinkedIn as a Social Media platform for library news.

6. Public Input. There was no public input.

7. Unfinished Business. Circulation policy: Beth spoke about why we have a collection policy. She addressed the proposed changes and additions. The policy includes more information for customers and increased transparency in library processes. The policy now has a section about how items are selected for children and teens. A timeline for reconsideration is now included, as well as a section about the library service area to reinforce that the library serves the local community and to eliminate outside influences on our collection.
Rosenthal requested a motion to adopt the Collection Development Policy. Erickson moved to adopt and Hogstad second. Motion carried.
8. New Business.
 - a. Motion by Land and seconded by Murtha to amend the 2023 Library Holidays and Closures to include Friday, December 22. Motion carried.
 - b. Motion by Hogstad and seconded by Erickson to approve the 2024 Holidays and Closures list. Motion carried.
9. Other.
10. The next regular meeting will be on Wednesday, November 8 at 4:30 PM at the Downtown Library.
11. Adjournment. Murtha motioned Land second. All approved. The meeting was adjourned at 5:28 P.M.


Alysia Boysen, Library Staff

11/9/23
Date Approved


Jodi Fick, Board Secretary