



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

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Downtown Library

Wednesday, November 8, 2023 – 4:30 p.m.


1. Roll Call and declaration of quorum. The meeting was called to order at 4:32 PM by Joel Rosenthal. Members present: Lorie Hogstad (phone), Anne Land, Justine Murtha, Joel Rosenthal, and Library Director Jodi Fick. Members absent: Adam Emerson, County Commissioner Jen Bleyenbergh. Staff present: Alysia Boysen, Lucy Steiger
2. Adoption of the agenda. Motion by Hogstad and seconded by Murtha to adopt the agenda. Motion carried.
3. Motion by Murtha and seconded by Hogstad to approve the minutes of the September 13 meeting. Motion carried.
4. Review of financial and statistical reports. Director Fick reported that the Capital Budget is 74% spent. Funds remaining at end of year for projects not completed can be carried forward. The Collection line is at 75% spent. The Technology line includes new self-checks for four rural branches to allow for Expanded Access at these locations. The Operating budget is 77% spent. Statistical Reports: Majority of data points are trending up. The number of active cardholders continues to remain flat while number of new cardholders is increasing. Library catalog use continues to increase with the addition of the Vega version. Digital circulation has seen significant increase this month. Digital magazines are now being auto-delivered to customers similar to traditional magazine subscriptions.
5. Library Director and staff reports.

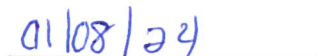
Staff News: Kathy Faith has decided to retire. She has worked at the Baltic Branch for 34 years. An open house in her honor is planned at the Baltic Branch on November 18. New Library Associate hired for the Oak View Branch - Molly Hill. Managers are working to complete Performance Impact annual reviews for all full-time staff. In January, library staff will receive a 3.5% cost of living wage increase. Fall staff inservice was held on October 20. Emily Harris and Jeri Light are attending the Library Marketing & Communication Conference in Indianapolis this week. On November 15, all library staff emails will switch to firstname.lastname@siouxfalls.gov. There will also be a launch of a new siouxfalls.gov website. The library website is also being worked on with a planned launch for late December.


In Book processing, we are seeing significant delays with our items. Brodart is unable to perform the cataloging and processing work we have contracted with them to do because of VPN issues. Temporarily, items are being sent to Siouxland Libraries unprocessed and library staff will process and catalog. The Ronning Children's area received a refresh this month with new décor and interactives. In Adult Programming, socializing type programs are seeing popularity including murder mysteries, board game battles, and speed friending. The One Book Siouxland title will be announced in early January. The author is planning to attend the announcement. The Winter Reading Program will start in December.

Proposed Bulletin Board Policy was discussed by Lucy Steiger. She shared updates from the existing procedures we did have. This policy will be brought to the January meeting for approval.

6. Public Input. (There was no public input.)
7. Unfinished Business. (There was no unfinished business.)
8. New Business.
 - a. The 2024-2026 Technology Plan was presented by Alysia Boysen. It includes information on upcoming projects and a list of accomplishments from 2023. Motion to approve by Hogstad seconded by Rosenthal. Motion carried.
 - b. The 2024 Library Board Meeting Schedule was presented by Fick. Motioned to approve by Land seconded by Hogstad. Motion carried.
9. Other.
10. The next regular meeting will be on Wednesday, January 10, at 4:30 PM at the Caille Branch.
11. Adjournment. The meeting was adjourned at 5:23 P.M.


Alysia Boysen, Library Staff


Date Approved


Jodi Fick, Board Secretary