

**MINUTES OF THE BOARD OF TRUSTEES MEETING
YANKTON COMMUNITY LIBRARY**

Regular meeting, June 8, 2016, at 5:30 p.m.
Minerva's Board Room

Meeting called to order by President Tonja Koenigs at 5:33 p.m. Present were Nathan Johnson, David Koerner, Jim Miner, and Amy Nelson; Tony Maibaum via telephone; library director Kathy Wibbels and assistant director Linda Dobrovolny; City Manager Amy Nelson.

Absent with regrets: Lilah Gillis

Minutes:

Motion to approve the minutes of the May 11, 2016 by Nelson with second by Koerner; unanimous approval.

Financial Report:

- Wibbels reported that the painting project is complete and came in under \$2,000.
- Children's shelving unit arrives tomorrow and Friends will pay remainder of funds needed to cover the cost.

Communications and Correspondence: none

Public Comment:

City Manager Nelson talked to Board members about requesting 2017 funding from Yankton County and asked for their attendance at this County Commission meeting to speak on behalf of current level of county library funding if necessary.

Old Business: none

New Business:

Timeline/Process:

City Manager Nelson presented a timeline for hiring a new library director with advertising dates of September 1-30 and possible start date for new director at January 2, 2017. Advertising was discussed and it was decided that most will be online through city and library organizations rather than multiple newspapers.

Interview Process/Questions:

There is potential for two days of interviewing, depending upon number of candidates. All Board members are invited to participate in interviews. Dave Mingo, Community Development, will be asked to conduct all city tours for candidates. Linda Dobrovolny, Assistant Library Director, will conduct all library tours. A luncheon will be held at the library for candidates and library staff, giving both the opportunity to meet one another.

All listed questions with rankings of 5 and 4 will be asked as well the two additional questions. Some of the questions that had a ranking of 3 will be available during interviews if time permits.

Job Description:

This is done and filed at City Hall.

Staff Involvement:

A discussion was held on how to involve the library staff with suggestions given by the City Manager. Some Board members will meet with the staff or take suggestions via e-mail during the month of August.

Other Business:**Evaluation Tool:**

Board members discussed looking at other evaluation tools and, if possible, finding one before the end of 2016.

Adjourn:

Motion by Johnson with second by Nelson to adjourn at 6:56 p.m.

Respectfully submitted,
Kathy Wibbels, Library Director