

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

Regular meeting, September 14, 2016, at 5:30 p.m.
Yankton Community Library meeting room

Meeting called to order by President Tonja Koenigs at 5:30 p.m. Present were Lilah Gillis, David Koerner, Tony Maibaum, Jim Miner and Amy Nelson; library director Kathy Wibbels and assistant director Linda Dobrovolny.

Minutes:

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

Financial Report: Wibbels reported that we are on target for the year. City Manager has asked for no unnecessary spending this month as August sales tax was flat.

Communications and Correspondence: none

Public Comment: none

Director's Report:

Additions to the report by Wibbels:

- No attendees at this point for South Dakota First Lady's story time.
- Dobrovolny and Wibbels met with Duane Johnson, IT, to decide what software/cables will be purchased for televisions.
- The staff will soon start *The Energy Bus* by Jon Gordon as a group read and discussion.

Old Business:

Patron/Child Safety and Behavior Policy:

City Attorney DenHerder made edits to the policy discussed last month. Motion to approve policy as presented by Gillis with second by Nelson; unanimous approval.

New Business:

Meeting with Staff:

Nelson, Koenigs, and Koerner will meet with staff September 21, 3:45 p.m. and September 26, 1 p.m. to discuss qualities of a library director. After face-to-face conversations, staff will be invited via e-mail that will be monitored by City HR to submit further thoughts on same topic. Wibbels will check with City Manager Nelson to see if she would like the notes from the meetings and the e-mails.

Other Business:

No Friends of the Library meeting in September.

Joyce Brunken submitted her letter of retirement, effective October 14, 2016. Dobrovolny and Wibbels are updating job description. Posting of position will be week of September 19 in *The P & D* and City website. Wibbels will also send to South Dakota Library Association, Mountain Plains Library Association and State Library for free electronic posting.

Adjourn:

Motion by Koerner to adjourn with second by Gillis. Meeting adjourned at 5:55 p.m.

Respectfully submitted,
Kathy Wibbels, Library Director