

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

Regular meeting November 9, 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 Dobrovlny.

**Minutes:**

Motion to approve the minutes of the October 12, 2016 by Gillis; with second by Nelson; unanimous approval.

**Financial Report:** Wibbels reported that spending is on target for the year with 72% of the budget spent. Koerner asked about the charges to the Teget line item in the trust fund budget. Wibbels explained its purpose of staff appreciation and that staff had held a retirement dinner and Halloween lunch in October.

**Communications and Correspondence:** none

**Public Comment:** none

**Director's Report:**

Additions to the report by Wibbels:

- The MMC student is no longer available for job shadowing because of her schedule.
- The youth services position has an offer out with the hope that start date for the new person is November 21.

**Old Business:** none

**New Business:**

**Board Bylaws:**

Motion by Koerner with second by Nelson to accept as printed; unanimous approval.

**2017 Holiday Closings/Board Meetings:**

Motion by Gillis with second by Koerner to accept schedule as printed, giving staff both December 23 and 24, 2017 off with library closing; unanimous approval.

**Agreement for Provision of Library Services:**

Motion by Nelson with second by Gillis to approve changes in this agreement reflecting that County youth, high school freshmen through seniors, can apply for their own library cards at a cost of \$5 without a signature from the head of the household upon County Commission approval. If County Commission does not approve new wording, the agreement with the current wording will remain in place; unanimous approval.

**Circulation Policy:**

Motion by Koerner with second by Nelson to change this policy to reflect change in the City/County agreement. If County does not pass new agreement, this policy will remain the same; unanimous approval.

**Rental Price for Hitachi LCD Projector:**

Motion by Miner with second by Koerner to decrease rental of Hitachi LCD projector to \$35; unanimous approval.

**Offer of Employment:**

Motion by Maibaum with second by Nelson to offer employment to Tonya Olson as library director; unanimous approval.

**Other Business:****December Board Meeting:**

Wibbels asked about a December meeting. Miner and Koerner indicated they will not be in attendance. There is currently no business for the agenda. Wibbels will check with the Board after December 1 and, if there is no business, there will not be a meeting.

**Retirement Reception for Wibbels:**

Retirement reception for Wibbels is scheduled for Friday, December 16, with time to be announced.

**Adjourn:**

Motion by Koerner to adjourn with second by Gillis. Meeting adjourned at 5:59 p.m.

Respectfully submitted,  
Kathy Wibbels, Library Director