

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

Regular Meeting, October 11, 2017, at 5:30 p.m.
Yankton Community Library Meeting Room

Meeting called to order by President Lilah Gillis at 5:30 p.m. Present were Christine Feltes, Tonja Koenigs, Tony Maibaum, Amy Nelson; library director Tonya Olson Ferrell and assistant library director Linda Dobrovoly.

Absent with regrets: David Koerner.

Absent without regrets: Todd Woods.

Additions to the Agenda: Agreement for Provision of Library Services under Other Business.

Minutes:

Motion to approve the minutes of the September 13, 2017 by Nelson, with second by Maibaum; unanimous approval.

Discussion of Bills and Financial Report:

Spending is on track for the year. We are still in the 5% contingency budget, but the South door is rapidly deteriorating, so City Manager Nelson has approved going forward with the door replacement this year. It was originally slated for this year, but was pushed during the contingency. Olson Ferrell is working with Joe Morrow to get quotes.

Communications and Correspondence:

The library received a nice gift from the Teget Foundation; they have supported a staff appreciation fund for many years.

Public Comment Period: None.

Director's Report:

Gourmet Guys went well, but ticket sales were lower than the Friends had hoped for; they will be reevaluating the event in the coming year. Assistant Director Dobrovoly described the upcoming Living Library Veteran's Day event.

Old Business

- Review Board Bylaws
 - Proposed change to Article IV, Section I (changes in red):
"Additionally, the Library Director shall perform the duties of secretary of the library board, and shall attend, **or send a substitute to**, all board meetings except when his/her employment or salary is to be discussed."
 - Koenigs made a motion to accept the change to the bylaws as written in the agenda, with a second from Feltes; unanimous approval.

New Business

- South Dakota State Library Accreditation
 - Olson Ferrell has been reviewing the requirements for reaccreditation at the Exemplary level with the State Library. In order to qualify, the Board needs to log more training hours, which can be things done outside of the library that will apply to the library and also review the Strategic Plan, Marketing Plan, and Technology Plan. Olson Ferrell will send out a link to a training webinar which board members can watch and can be discussed next time. In the meantime, board members should brainstorm about training that's happened in 2015/2016/2017 and Olson Ferrell will keep a log. Olson Ferrell will read through the plans and see what changes she sees fit and would welcome board input. They will be on next month's agenda. The application is due December 15.

Other Business

- Agreement for Provision of Library Services
 - It is also time to revisit the agreement the library has with the County. Olson Ferrell will create a draft of updates, which she anticipates to just be date changes, to be voted on at next month's meeting. If approved, it will go to the County Commission after that and the City Commission after that.

Adjourn until November 8, 2017:

Motion by Nelson to adjourn with second by Koenigs. Meeting adjourned at 5:45 p.m.

Respectfully submitted,
Tonya Olson Ferrell, Library Director