

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

Regular Meeting, January 10, 2018, 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 Tonja Koenigs, David Koerner, Amy Nelson, Christine Tielke; library director Tonya Olson Ferrell and assistant library director Linda Dobrovolny.

Absent without regrets: Tony Maibaum, Todd Woods.

**Minutes:**

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

**Discussion of Bills and Financial Report:**

Olson Ferrell reported that the library is currently sitting at 80% of the 2017 budget expended. There will be a few bills for 2017 still coming through, including two large book orders from November and December.

**Communications and Correspondence:**

Dana received a nice email from a proctor student thanking her for the service. This is always nice to hear from the proctor students because the service is a lot of work and takes up a significant amount of staff time, especially at the beginning and end of semesters.

**Public Comment Period:** None.

**Director's Report:**

Olson Ferrell reported that we're focusing a lot on training right now as we've hired two part time staff in December and plan to hire two more in the coming weeks to get back up to full staff. We'll also be doing a lot of traveling for training related to summer reading program and the NASA grant we received last year. Additionally, Olson Ferrell will be traveling to Pierre for the Accreditation ceremony with the State Library in February.

**Old Business**

- 2018 Holiday/Closures
  - Olson Ferrell updated this document to include closing at 5:00 p.m. on December 31. There was a motion by Tielke, with a second by Koenigs, to approve the appended 2018 Holiday/Closures; unanimous approval.
- Unattended Children's Policy
  - Olson Ferrell updated this document with the changes discussed at the last board meeting. There was a motion by Nelson, with a second by Tielke, to approve the updated document; unanimous approval.

**New Business:** None.

**Other Business**

- The Friends of the Library will be holding their January meeting on Monday, January 22 at 5:15 p.m.
- Gillis is working on compiling end of year reviews on Olson Ferrell; City Manager Nelson will facilitate once compiled.

**Adjourn until March 14, 2018:**

Motion by Koerner to adjourn with second by Nelson. Meeting adjourned at 5:39 p.m.

Respectfully submitted,  
Tonya Olson Ferrell, Library Director