

**MINUTES OF THE BOARD OF TRUSTEES MEETING  
YANKTON COMMUNITY LIBRARY  
Wednesday, August 14, 2019, at 5:30 p.m.  
Yankton Community Library, Meeting Room**

Meeting called to order by President Christine Tielke at 5:30 p.m. Present were Sue Otterman, Lilah Gillis, David Koerner, Amy Nelson, Yankton County Commissioner Joe Healy, Yankton City Commissioner Jerry Webber, and Library Director Dana Schmidt.

Absent with regrets: Linda Dobrovolny

**Additions to the agenda:** Webber would like to talk about hosting public education sessions at the library.

**Minutes:**

Motion to approve the minutes of the July 10, 2019 meeting with a corrections to the notes on officer nominations by Nelson, with second by Webber. Motion approved.

**Discussion of Bills and Financial Report:**

Bathroom project completed under budget for a total of approximately \$5,200. New partitions are installed and look nice. Schmidt reported that she will be moving ahead with the HVAC replacement next with an expected date for work to begin in September or October.

**Communications and Correspondence:** Schmidt shared cards of thanks from retiree, Glenda Lanning, River City Domestic Violence shelter, and the Color Run coordinators.

**Public Comment Period:** None.

**Director's Report:** In addition to the written report, Schmidt reported that wi-fi will now only be available an hour before and after closing each day. This is to help prevent loitering around the library late at night. Schmidt reported that the library did not renew service with Freegal which granted library patrons free music downloads and streaming due to low usage. It was reported that the open position for Library Assistant was being changed from a 34 to 40-hour per week position to help gain more consistency with staffing. Schmidt reported that she gave a tour to an ESL class from Cornerstones on August 13 and was happy with the experience and the opportunity to share information about the library's resources with this group.

**Old Business:** None.

**New Business:**

- AV policy was updated due to removal of one of the library's projectors and to change the opaque projector to in-house use only. Motion to approve policy by Gillis. Second by Koerner. Unanimous approval.

- Behavior policy was discussed with recommended changes. Schmidt will check on wording of other city policies regarding “appropriate attire” and will report back to the Board. There was also discussion about the age of unattended children in the library. The unattended child policy and the behavior policy will be reviewed again at the next meeting. No action was taken.
- Healy reported on the county’s budget process, including upcoming budget meetings. The county’s contribution to the library is still under consideration. Schmidt plans to attend the county commission meeting on August 17. Adoption of the budget is set for September 3.
- Webber discussed the possibility of City and County commissioners and staff partnering with the library to host some informational sessions for the public regarding budget processes. Healy expressed an interest in taking part in this opportunity. Schmidt agreed that the library would be happy to host educational sessions and to keep her informed as details came together.

**Other Business:**

- None.

**Adjourn the meeting of August 14, 2019**

Motion by Koerner to adjourn with second by Nelson. Unanimous approval. Meeting adjourned at 6:30 p.m.

Respectfully submitted,  
Dana Schmidt, Library Director