

YANKTON COMMUNITY LIBRARY BOARD OF TRUSTEES MEETING
Regular Meeting
Wednesday, July 7, 2020, 5:30 p.m.
Virtual Meeting-GoToMeeting interface
Yankton Community Library Meeting Room, 515 Walnut St. Yankton, SD 57078

AGENDA

Call to Order

Additions to the Agenda

Approval of June 10, 2020 Minutes

Discussion of Bills / Financial Report

Communications and Correspondence

Public Comment Period

Director's Report

Old Business

- **Reopen plan for the library-status update**
- **Petitions and Solicitation Policy**
- **Technology Plan**

New Business

- **Lilah's last meeting**
- **Reorganization**

Other Business

Adjourn the meeting of July 7, 2020

The Yankton Community Library is committed to making its facilities accessible to everyone.
If you have additional accommodation requirements, please call 668-5276.

**MINUTES OF THE BOARD OF TRUSTEES MEETING
YANKTON COMMUNITY LIBRARY
Wednesday, June 10, 2020, 5:30 p.m.
Virtual Meeting-GoToMeeting Interface & physical location at Library Meeting Room**

Meeting called to order by President Christine Tielke at 5:35 p.m. Present were Sue Otterman, Lilah Gillis, Amy Nelson, David Koerner, Yankton County Commissioner Dan Klimisch, Yankton City Commissioner Jerry Webber, Assistant Library Director Linda Dobrovonly and Library Director Dana Schmidt.

Additions to the Agenda: None

Minutes: Motion to approve the minutes of the May 13, 2020 meeting by Webber with a second by Nelson. Unanimous approval.

Discussion of Bills / Financial Report: In addition to the reports, Schmidt reported that plexiglass was being installed around the front desk with a materials estimate of \$750. Motion to accept the financial reports by Webber, with a second by Nelson. Unanimous approval.

Communications and Correspondence:

- Schmidt shared a note of thanks from a patron, highlighting their gratitude for the curbside pickup service.

Public Comment Period: None

Director's Report: In addition to the written report, Schmidt gave the Board a virtual tour of the library to show some of the changes that have been put in place to facilitate different services during closure to the public, including curbside pick-up service and quarantining returned items. Schmidt reported that Yankton Community Library received a \$2,000 technology grant through the SD State Library and the CARES Act. One of the features she is hoping to add with this money is the ability to accept credit card payments.

Old Business:

- Reopen plan for the library-status update-Schmidt reported on the reopening plan. The library has been averaging about 40 curbside pickups per day-the service has been very popular and well-received. Koerner asked how long we plan to continue this service. Schmidt reported that this may be a permanent addition to services going forward. Plexiglass is being installed around the front desk and additional safety measures are being taken in preparation for allowing the public back into the building. The next step of the reopening phases will include computer appointments.

New Business

- **Petitions & Solicitations Policy**-A policy was created by reviewing policies in place at other libraries. City Attorney, Ross DenHerder, reviewed the policy prior to the meeting. The Board discussed the possibility of allowing petitioners to reserve the meeting room. The Board suggested Schmidt do additional research about the possibility of allowing the use of the meeting room and to see what other libraries in the state allow in regards to signing petitions in the library.
- **Technology Plan**-This plan needs to be updated regularly so the library can continue to receive Exemplary status from the SD State Library. Schmidt requested that the Board review the policy and share any comments or suggestions as we work at updating the policy over the next couple of months. Koerner stated that he feels the mission and vision statements of the Technology Plan are still relevant.

Other Business: The next meeting for the Library Board of Trustees will be on Wednesday, July 8 at 5:30 p.m.. We will continue to meet via Zoom for the time being with the physical location in the library's Meeting Room also available to the Board members and to the public.

Adjourn the meeting of June 10, 2020: A motion was made by Koerner to adjourn the meeting at 6:09 p.m., with a second by Webber. Unanimous approval.

The Yankton Community Library is committed to making its facilities accessible to everyone.
If you have additional accommodation requirements, please call 668-5276.

Schedule of Bills (Fund/Dept)
 BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY					
CITY UTILITIES						
WTR-WW CHARGES	55.18	WATER SERVICE	101.142.274	6.19.20	002793 P	629 00002
WTR-WW CHARGES	17.17	SEWER SERVICE	101.142.275	6.19.20	002793 P	629 00003
	72.35	*VENDOR TOTAL				
J & H CARE & CLEANING CO JANITORIAL SERVICES	1,200.00	PROFESSIONAL SERVICES	101.142.202	20201437	021157 P	629 00004
LIVINGSTON LORD LIBRARY LOST BOOK REFUND	20.00	PROFESSIONAL SERVICES	101.142.202	6.26.20	021159 P	629 00010
MIDAMERICAN ENERGY FUEL	17.69	FUEL-HEATING	101.142.273	6.25.20	002794 P	629 00005
MIDWEST TAPE AV	385.90	AV - CAPITAL	101.142.342	309-707-008-00	021155 P	629 00006
NORTHWESTERN ENERGY ELECT	1,311.38	ELECTRICITY	101.142.272	6.22.20	002795 P	629 00007
US BANK EQUIPMENT FINANC COPIER LEASE	246.29	RENTALS & XEROX SUPPLIES	101.142.212	417548153	021158 P	629 00009
	3,253.61				
GENERAL FUND	3,253.61	*****				

Schedule of Bills (Fund/Dept)
 BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
LIBRARY TRUST	*****					
LIBRARY TRUST					
BRAMMER/RICK SUMMER PROGRAM	300.00	RECREATION SUPPLIES	701.701.242	6.16.20	021153 P	629 00001
ROCKIN' RED MUSIC SUMMER PROGRAM	350.00	RECREATION SUPPLIES	701.701.242	170	021156 P	629 00008
	650.00				
LIBRARY TRUST	650.00	*****				

Schedule of Bills (Fund/Dept)
BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:	3,903.61					

RECORDS PRINTED - 000010

Schedule of Bills (Fund/Dept)

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY
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Schedule of Bills (Fund/Dept)
BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY					
AMZN MKTP US MS11P9FC1 DVD	34.96	AV - CAPITAL	101.142.342	Dobrovolny		643 00201
AMZN MKTP US MS5RS6E20 OFFICE SUPPLIES	30.95	OFFICE SUPPLIES	101.142.232	Dobrovolny		643 00113
AMZN MKTP US MS68Z77B1 OFFICE SUPPLIES	29.15	OFFICE SUPPLIES	101.142.232	Dobrovolny		643 00036
BOOKS	63.40	BOOKS	101.142.340	Dobrovolny		643 00037
DVD	7.99	AV - CAPITAL	101.142.342	Dobrovolny		643 00038
	100.54	*VENDOR TOTAL				
AMZN MKTP US MY0R22M52 OFFICE SUPPLIES	44.45	OFFICE SUPPLIES	101.142.232	Dobrovolny		643 00245
BOOKS	59.21	BOOKS	101.142.340	Dobrovolny		643 00246
	103.66	*VENDOR TOTAL				
AMZN MKTP US MY2O48K72 DVD	10.99	AV - CAPITAL	101.142.342	Dobrovolny		643 00196
AMZN MKTP US MY4091MS2 BOOKS	26.57	BOOKS	101.142.340	Dobrovolny		643 00248
DVD	23.14	AV - CAPITAL	101.142.342	Dobrovolny		643 00249
	49.71	*VENDOR TOTAL				
AMZN MKTP US MY8OK03C0 OFFICE SUPPLIES	7.72	OFFICE SUPPLIES	101.142.232	Dobrovolny		643 00357
PROGRAM SUPPLIES	14.99	PROGRAM SUPPLIES	101.142.242	Dobrovolny		643 00358
BOOKS	11.99	BOOKS	101.142.340	Dobrovolny		643 00359
DVD'S	181.71	AV - CAPITAL	101.142.342	Dobrovolny		643 00360
	216.41	*VENDOR TOTAL				
AMZN MKTP US M728G0HL2 OFFICE SUPPLIES	60.64	OFFICE SUPPLIES	101.142.232	Dobrovolny		643 00426
DVD	16.98	AV - CAPITAL	101.142.342	Dobrovolny		643 00427
	77.62	*VENDOR TOTAL				
AMZN MKTP US M73BJ3KP2 POSTAGE	12.00	REP. & MAINT. - EQUIPMEN	101.142.221	Dobrovolny		643 00372
OFFICE SUPPLIES	31.99	OFFICE SUPPLIES	101.142.232	Dobrovolny		643 00373
	43.99	*VENDOR TOTAL				
BAKER-TAYLOR BOOKS	1,775.20	BOOKS	101.142.340	Schmidt		643 00127
POSTAGE	17.12	POSTAGE	101.142.231	Schmidt		643 00128
	1,792.32	*VENDOR TOTAL				

Schedule of Bills (Fund/Dept)
BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY					
BTS QUILL PROGRAM SUPPLIES	23.67	PROGRAM SUPPLIES	101.142.242	Schmidt		643 00235
DEMCO INC PROGRAM SUPPLIES	71.14	PROGRAM SUPPLIES	101.142.242	Raiche		643 00222
POSTAGE	9.95	POSTAGE	101.142.231	Raiche		643 00223
	81.09	*VENDOR TOTAL				
ECO WATERS ECO WATER RENT	108.00	REP. & MAINT. - BUILDING	101.142.223	Schmidt		643 00005
FINDAWAY BOOKS	700.01	BOOKS	101.142.340	Raiche		643 00276
HARDING GLASS REPAIR LIBRARY DOORS	65.00	REP. & MAINT. - BUILDING	101.142.223	Schmidt		643 00016
JANWAY COMPANY OFFICE SUPPLIES-BOOK BAG	362.50	OFFICE SUPPLIES	101.142.232	Schmidt		643 00131
OFFICE SUPPLIES-POSTAGE	56.44	POSTAGE	101.142.231	Schmidt		643 00132
	418.94	*VENDOR TOTAL				
KAHOOT] AS TRIAL PROGRAMMING SUPPLIES	72.00	PROGRAM SUPPLIES	101.142.242	Clare		643 00329
MENARDS YANKTON SD COVID PROTECTION SCREENS	10.96	REP. & MAINT. - BUILDING	101.142.223	Homstad		643 00088
COVID PROTECTION SUPPLY	114.10CR	REP. & MAINT. - BUILDING	101.142.223	Homstad		643 00120
COVID GUARDS OAK BOARD	603.25	REP. & MAINT. - BUILDING	101.142.223	Homstad		643 00290
COVID PROTECTIVE GLASS	35.00	REP. & MAINT. - BUILDING	101.142.223	Homstad		643 00295
	535.11	*VENDOR TOTAL				
OVERDRIVE DIST E-BOOKS	2,690.10	PROFESSIONAL SERVICES	101.142.202	Schmidt		643 00194
PBI LEASEDEQUIPMENT POSTAGE	122.00	POSTAGE	101.142.231	Schmidt		643 00042
PITNEY BOWES PBP POSTAGE	200.00	POSTAGE	101.142.231	Schmidt		643 00046
QUILL CORPORATION OFFICE SUPPLIES	53.28	OFFICE SUPPLIES	101.142.232	Schmidt		643 00150
OFFICE SUPPLIES	8.61	OFFICE SUPPLIES	101.142.232	Schmidt		643 00305
	61.89	*VENDOR TOTAL				

Schedule of Bills (Fund/Dept)
 BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
GENERAL FUND	*****					
COMMUNITY LIBRARY					
SHERWIN WILLIAMS 70301 COVID PROTECTIVE GLASS	16.47	REP. & MAINT. - BUILDING	101.142.223	Homstad		643 00296
USPS PO 4698100078 POSTAGE	33.00	POSTAGE	101.142.231	Schmidt		643 00260
1 OFFICE SOLUTION OFFICE SUPPLIES	92.34	OFFICE SUPPLIES	101.142.232	Schmidt		643 00101
	7,680.77				

Schedule of Bills (Fund/Dept)
BY FUND AND DEPARTMENT

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT CLAIM	INVOICE	PO#	F/P ID LINE
LIBRARY TRUST	*****					
LIBRARY TRUST					
AMZN MKTP US MS68Z77B1 SUMMER PROGRAM SUPPLIES	14.99	RECREATION SUPPLIES	701.701.242	Dobrovolny		643 00039
AMZN MKTP US MY0R22M52 PROGRAM SUPPLIES	35.93	RECREATION SUPPLIES	701.701.242	Dobrovolny		643 00247
AMZN MKTP US MY2710KI2 SUMMER PROGRAM SUPPLIES	92.56	RECREATION SUPPLIES	701.701.242	Dobrovolny		643 00203
AMZN MKTP US MY4091MS2 PROGRAM SUPPLIES	46.80	RECREATION SUPPLIES	701.701.242	Dobrovolny		643 00250
AMZN MKTP US MY64V67G1 PROGRAM SUPPLIES	15.47	RECREATION SUPPLIES	701.701.242	Dobrovolny		643 00258
AMZN MKTP US MY8OK03C0 STAFF APPRECIATION	7.59	RECREATION SUPPLIES	701.701.242	Dobrovolny		643 00361
AMZN MKTP US M728G0HL2 PROGRAM SUPPLIES	67.31	RECREATION SUPPLIES	701.701.242	Dobrovolny		643 00428
BAKER-TAYLOR BURNIGHT MEMORIAL	17.99	RECREATION SUPPLIES	701.701.242	Schmidt		643 00129
DEMCO INC 1,000 BOOKS BEFORE K	120.45	RECREATION SUPPLIES	701.701.242	Raiche		643 00197
OTC BRANDS INC SUMMER READING PROGRAM	73.83	RECREATION SUPPLIES	701.701.242	Raiche		643 00218
	492.92				
LIBRARY TRUST	492.92	*****				

Schedule of Bills (Fund/Dept)

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY
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	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT AND IN PROCESS	MTD POSTED AND IN PROCESS	YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND							
INTERGOVERNMENTAL REVENUES							
3380 COUNTY SHARE OF LIBRARY BUDG	15,000.00	15,000.00	0.00	7,500.00	7,500.00	7,500.00	50 ---
TOTAL: INTERGOVERNMENTAL REVENUES	15,000.00	15,000.00	0.00	7,500.00	7,500.00	7,500.00	50 ---
GOODS AND SERVICES							
3450 LIBRARY COPY FEES	0.00	0.00	0.00	0.00	0.00	0.00	0
3451 NON-RESIDENT LIBRARY CARDS	6,800.00	6,800.00	0.00	2,510.00	4,290.00	4,290.00	36 ---
3452 LIBRARY A.V. FEES	500.00	500.00	0.00	80.00	420.00	420.00	16 -
3453 LIBRARY LONG OR (SHORT)	10.00	10.00	0.00	5.50-	15.50	15.50	55 -----
3454 SALE OF WITHDRAWN ITEMS	200.00	200.00	0.85	95.97	104.03	104.03	47 -----
3455 OTHER-LIBRARY REVENUES	1,500.00	1,500.00	0.00	228.00	1,272.00	1,272.00	15 -
3456 PC PRINTING	6,000.00	6,000.00	8.30	1,418.75	4,581.25	4,581.25	23 --
3490 SALE OF MATERIALS	100.00	100.00	0.00	0.00	100.00	100.00	0
3491 OTHER NON-TAXABLE	2,000.00	2,000.00	9.75	1,154.40	845.60	845.60	57 -----
3492 OTHER TAXABLE	0.00	0.00	0.00	0.00	0.00	0.00	0
TOTAL: GOODS AND SERVICES	17,110.00	17,110.00	18.90	5,481.62	11,628.38	11,628.38	32 ---
FINES							
3510 COURT FINES	1,600.00	1,600.00	446.50	2,663.29	1,063.29-	1,063.29-	166 -----]]]]
3511 PARKING FINES	2,000.00	2,000.00	60.00	1,435.00	565.00	565.00	71 -----
3520 LIBRARY FINES	650.00	650.00	0.00	204.74	445.26	445.26	31 ---
TOTAL: FINES	4,250.00	4,250.00	506.50	4,303.03	53.03-	53.03-	101 -----
MISCELLANEOUS							
3610 INTEREST	40,000.00	40,000.00	3,342.79	36,865.72	3,134.28	3,134.28	92 -----
3611 UTILITY REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0
3612 SALE OF FIXED ASSETS	10,000.00	10,000.00	0.00	0.00	10,000.00	10,000.00	0
3613 IN LIEU OF TAX	0.00	0.00	0.00	0.00	0.00	0.00	0
3614 BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00	0
3615 MISC REIMBURSEMENTS	4,000.00	4,000.00	180.34	6,429.78	2,429.78-	2,429.78-	160 -----]]]]
3617 CAPITAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00	0
3618 USDA RURAL DEVELOPMENT LOAN	0.00	0.00	0.00	0.00	0.00	0.00	0
3620 LAND RENT	0.00	0.00	0.00	0.00	0.00	0.00	0
3640 COMPENSATION LOSS & DAMAGE	3,000.00	3,000.00	5,738.36	22,546.51	19,546.51-	19,546.51-	751 -----]]]]
3641 LIBR COMP FOR LOSS & DAMAGE	1,500.00	1,500.00	8.50	433.01	1,066.99	1,066.99	28 --
TOTAL: MISCELLANEOUS	58,500.00	58,500.00	9,269.99	66,275.02	7,775.02-	7,775.02-	113 -----]
TOTAL: GENERAL FUND	94,860.00	94,860.00	9,795.39	83,559.67	11,300.33	11,300.33	95 -----

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
701 LIBRARY TRUST						
3342 JUMP START GRANT	0.00	0.00	0.00	900.00	900.00- 9999	-----]]]]
3610 INTEREST	0.00	0.00	16.20	224.68	224.68- 9999	-----]]]]
3660 DONATIONS FROM PRIVATE	0.00	0.00	1,292.46	4,487.01	4,487.01- 9999	-----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	1,308.66	5,611.69	5,611.69- 9999	-----]]]]

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101	GENERAL FUND					
142	COMMUNITY LIBRARY					
	PERSONAL SERVICES					
101	REGULAR WAGES	366,304.00	0.00	21,955.35	147,837.67	218,466.33 40 ----
102	TEMPORARY WAGES	84,000.00	0.00	787.45	8,341.98	75,658.02 9
103	OVERTIME WAGES	350.00	0.00	0.00	215.60	134.40 61 -----
111	OASI	34,475.00	0.00	1,723.66	11,796.09	22,678.91 34 ---
121	RETIREMENT	21,999.00	0.00	1,317.32	8,871.58	13,127.42 40 ----
131	WORKMENS COMPENSATION	2,542.00	0.00	0.00	106.31-	2,648.31 4
132	GROUP INSURANCE	90,616.00	0.00	3,842.24	25,325.79	65,290.21 27 --
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	6.68	280.37	723.63 27 --
TOTAL:	PERSONAL SERVICES	601,290.00	0.00	29,632.70	202,562.77	398,727.23 33 ---
	OTHER CURRENT EXPENDITURES					
201	INSURANCE	11,102.00	0.00	0.00	10,130.08	971.92 91 -----
202	PROFESSIONAL SERVICES	30,000.00	0.00	3,844.00	27,691.70	2,308.30 92 -----
211	PUBLISHING	3,000.00	0.00	0.00	0.00	3,000.00 0
212	RENTALS & XEROX SUPPLIES	6,000.00	0.00	246.29	1,486.50	4,513.50 24 --
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	169.50	2,830.50 5
223	REP. & MAINT. - BUILDINGS	4,000.00	0.00	81.59	1,135.78	2,864.22 28 --
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00 0
231	POSTAGE	2,500.00	0.00	70.04	1,199.29	1,300.71 47 ----
232	OFFICE SUPPLIES	9,500.00	0.00	431.13	2,173.22	7,326.78 22 --
233	PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00 0
234	COPIES	0.00	0.00	0.00	0.00	0.00 0
235	SUBSCRIPTIONS & PUBLICATIONS	9,500.00	0.00	259.76	5,841.55	3,658.45 61 -----
236	JANITORIAL SUPPLIES	3,000.00	0.00	470.27	1,543.98	1,456.02 51 -----
242	PROGRAM SUPPLIES	3,000.00	0.00	0.00	837.80	2,162.20 27 --
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00 0
261	MEMBERSHIP DUES	1,000.00	0.00	0.00	55.00	945.00 5
263	TRAVEL EXPENSE	3,500.00	0.00	0.00	0.00	3,500.00 0
265	CONFERENCE & MEETINGS	1,500.00	0.00	0.00	211.94	1,288.06 14 -
271	TELEPHONE	1,800.00	0.00	178.77	1,077.19	722.81 59 -----
272	ELECTRICITY	23,000.00	0.00	1,184.20	5,689.58	17,310.42 24 --
273	FUEL-HEATING	3,000.00	0.00	46.24	1,414.20	1,585.80 47 ----
274	WATER SERVICE	3,500.00	0.00	61.30	471.74	3,028.26 13 -
275	SEWER SERVICE	1,200.00	0.00	23.65	293.21	906.79 24 --
276	LANDFILL	500.00	0.00	40.00	216.00	284.00 43 ----
277	RUBBLE	0.00	0.00	0.00	0.00	0.00 0
TOTAL:	OTHER CURRENT EXPENDITURES	123,602.00	0.00	6,937.24	61,638.26	61,963.74 49 ----
	CAPITAL OUTLAY					
301	CAPITAL REPAIR & MAINTENANCE	20,000.00	0.00	0.00	0.00	20,000.00 0
320	BUILDINGS	0.00	0.00	0.00	0.00	0.00 0
340	BOOKS	51,000.00	0.00	3,637.42	14,853.18	36,146.82 29 --
342	AV - CAPITAL	12,500.00	0.00	984.47	3,631.35	8,868.65 29 --
350	EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00 0

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2020 THROUGH JUN 30, 2020

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
101 GENERAL FUND						
142 COMMUNITY LIBRARY						
TOTAL: CAPITAL OUTLAY	84,500.00	0.00	4,621.89	18,484.53	66,015.47	21 --
OTHER EXPENDITURES						
530 REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0
TOTAL: COMMUNITY LIBRARY	809,392.00	0.00	41,191.83	282,685.56	526,706.44	34 ---
TOTAL: GENERAL FUND	809,392.00	0.00	41,191.83	282,685.56	526,706.44	34 ---

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
701 LIBRARY TRUST						
701 LIBRARY TRUST						
OTHER CURRENT EXPENDITURES						
202 PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0
221 REP. & MAINT. - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0
223 REP. & MAINT. - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0
232 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0
235 SUBSCRIPTIONS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0
242 RECREATION SUPPLIES	0.00	0.00	1,098.03	4,435.70	4,435.70-	9999 -----]]]]
248 PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER CURRENT EXPENDITURES	0.00	0.00	1,098.03	4,435.70	4,435.70-	9999 -----]]]]
CAPITAL OUTLAY						
340 BOOKS	0.00	0.00	0.00	87.34	87.34-	9999 -----]]]]
342 AV - CAPITAL	0.00	0.00	0.00	0.00	0.00	0
350 EQUIPMENT	0.00	0.00	0.00	1,300.00	1,300.00-	9999 -----]]]]
TOTAL: CAPITAL OUTLAY	0.00	0.00	0.00	1,387.34	1,387.34-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	1,098.03	5,823.04	5,823.04-	9999 -----]]]]
TOTAL: LIBRARY TRUST	0.00	0.00	1,098.03	5,823.04	5,823.04-	9999 -----]]]]

		ANNUAL	ACT MTD POSTED	ACT YTD POSTED	REMAINING			
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE	PCT	
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F 9	FIL
101	GENERAL FUND							
142	COMMUNITY LIBRARY PERSONAL SERVICES							
101	REGULAR WAGES	366,304.00	0.00	21,955.35	147,837.67	218,466.33	40 ----	
P-061220-604	PAYROLL INTERFACE	061220		10,463.69	CODE-Y,PER#-1,FUND-	101		A
P-061220-604	PAYROLL INTERFACE	061220		452.48	CODE-Y,PER#-1,FUND-	101		A
P-062620-630	PAYROLL INTERFACE	062620		11,039.18	CODE-Y,PER#-2,FUND-	101		A
102	TEMPORARY WAGES	84,000.00	0.00	787.45	8,341.98	75,658.02	9	
P-061220-604	PAYROLL INTERFACE	061220		118.97	CODE-Y,PER#-1,FUND-	101		A
P-062620-630	PAYROLL INTERFACE	062620		668.48	CODE-Y,PER#-2,FUND-	101		A
103	OVERTIME WAGES	350.00	0.00	0.00	215.60	134.40	61 -----	
111	OASI	34,475.00	0.00	1,723.66	11,796.09	22,678.91	34 ---	
P-061220-604	PAYROLL INTERFACE	061220		802.34	CODE-Y,PER#-1,FUND-	101		A
P-061220-604	PAYROLL INTERFACE	061220		33.77	CODE-Y,PER#-1,FUND-	101		A
P-062620-630	PAYROLL INTERFACE	062620		887.55	CODE-Y,PER#-2,FUND-	101		A
121	RETIREMENT	21,999.00	0.00	1,317.32	8,871.58	13,127.42	40 ----	
P-061220-604	PAYROLL INTERFACE	061220		627.82	CODE-Y,PER#-1,FUND-	101		A
P-061220-604	PAYROLL INTERFACE	061220		27.15	CODE-Y,PER#-1,FUND-	101		A
P-062620-630	PAYROLL INTERFACE	062620		662.35	CODE-Y,PER#-2,FUND-	101		A
131	WORKMENS COMPENSATION	2,542.00	0.00	0.00	106.31-	2,648.31	4	
132	GROUP INSURANCE	90,616.00	0.00	3,842.24	25,325.79	65,290.21	27 --	
P-061220-604	PAYROLL INTERFACE	061220		1,839.43	CODE-Y,PER#-1,FUND-	101		A
P-061220-604	PAYROLL INTERFACE	061220		81.69	CODE-Y,PER#-1,FUND-	101		A
P-062620-630	PAYROLL INTERFACE	062620		1,921.12	CODE-Y,PER#-2,FUND-	101		A
133	UNEMPLOYMENT INSURANCE	1,004.00	0.00	6.68	280.37	723.63	27 --	
P-061220-604	PAYROLL INTERFACE	061220		2.60	CODE-Y,PER#-1,FUND-	101		A
P-062620-630	PAYROLL INTERFACE	062620		4.08	CODE-Y,PER#-2,FUND-	101		A
TOTAL: PERSONAL SERVICES		601,290.00	0.00	29,632.70	202,562.77	398,727.23	33 ---	
OTHER CURRENT EXPENDITURES								
201	INSURANCE	11,102.00	0.00	0.00	10,130.08	971.92	91 -----	
202	PROFESSIONAL SERVICES	30,000.00	0.00	3,844.00	27,691.70	2,308.30	92 -----	
M-060420-600	.14274 OLSONS PEST TECHNICIAN	202005	Schmidt	90.00	PROFESSIONAL SERVICES		N	A
M-060420-600	.12536 YANKTON MEDICAL CLINIC	202005	Bailey	60.00	EMPLOYEE PHYSICAL		N	A
M-060420-600	.17184 DROPBOX 54F3SYPN94PT	202005	Schmidt	127.67	PROFESSIONAL SERVICES		N	A
M-060420-600	.13843 OVERDRIVE DIST	202005	Schmidt	2,078.54	E-BOOKS		N	A
M-060420-600	.16365 MOTION PICTURE ECOMMER	202005	Schmidt	197.79	MOVIE LICENSING		N	A
M-060420-600	.14274 OLSONS PEST TECHNICIAN	202005	Schmidt	90.00	PEST CONTROL		N	A

		ANNUAL	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE		
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F 9	FIL
101	GENERAL FUND							
142	COMMUNITY LIBRARY							
	OTHER CURRENT EXPENDITURES							
202	PROFESSIONAL SERVICES							
D-060820-591	05937 J & H CARE & CLEANING CO	064767	20201402	1,200.00	JANITORIAL SERVICES	021161	P M	A
211	PUBLISHING	3,000.00	0.00	0.00	0.00	3,000.00	0	
212	RENTALS & XEROX SUPPLIES	6,000.00	0.00	246.29	1,486.50	4,513.50	24 --	
D-060820-591	07098 US BANK EQUIPMENT FINANC	064813	415114339	246.29	COPIER LEASE	021151	P N	A
221	REP. & MAINT. - EQUIPMENT	3,000.00	0.00	0.00	169.50	2,830.50	5	
223	REP. & MAINT. - BUILDINGS	4,000.00	0.00	81.59	1,135.78	2,864.22	28 --	
M-060420-600	.14377 KOPETSKYS ACE HDWE	202005	Schmidt	27.54	BUILDING MAINTENANCE		N	A
M-060420-600	.11936 CRESCENT ELECTRIC 029	202005	Miles	24.07	ELECTRONIC BALLAST		N	A
M-060420-600	.14179 MENARDS YANKTON SD	202005	Miles	29.98	SOUTH ENTRY PAINT		N	A
224	REP. & MAINT.-CENTRAL GARAGE	0.00	0.00	0.00	0.00	0.00	0	
231	POSTAGE	2,500.00	0.00	70.04	1,199.29	1,300.71	47 ----	
M-060420-600	.11798 BAKER-TAYLOR	202005	Schmidt	61.74	POSTAGE		N	A
M-060420-600	.16062 IMAGESTUFF.COM	202005	Raiche	8.30	POSTAGE		N	A
232	OFFICE SUPPLIES	9,500.00	0.00	431.13	2,173.22	7,326.78	22 --	
M-060420-600	.11840 WALGREENS #9806	202005	Schmidt	59.98	OFFICE SUPPLIES-MASKS		N	A
M-060420-600	.11936 CRESCENT ELECTRIC 029	202005	Miles	9.21	ELECTRONIC BALLAST		N	A
M-060420-600	.17202 AMZN MKTP US OF8AI9QD3	202005	Dobrovolny	7.99	OFFICE SUPPLIES		N	A
M-060420-600	.11787 DEMCO INC	202005	Schmidt	353.95	OFFICE SUPPLIES		N	A
233	PRINTING & BINDING	0.00	0.00	0.00	0.00	0.00	0	
234	COPIES	0.00	0.00	0.00	0.00	0.00	0	
235	SUBSCRIPTIONS & PUBLICATIONS	9,500.00	0.00	259.76	5,841.55	3,658.45	61 -----	
M-060420-600	.17207 GAN 1085ARGUSLEADCIRC	202005	Schmidt	259.76	NEWSPAPER SUBSCRIPTION		N	A
236	JANITORIAL SUPPLIES	3,000.00	0.00	470.27	1,543.98	1,456.02	51 -----	
M-060420-600	.15692 AMZN MKTP US	202005	Dobrovolny	199.95	JANITORIAL SUPPLY REFUND		N	A
M-060420-600	.17178 AMAZON.COM MC46W8WT2	202005	Dobrovolny	28.71	JANITORIAL SUPPLIES		N	A
M-060420-600	.17185 AMZN MKTP US MC9YD5RJ0	202005	Dobrovolny	30.99	JANITORIAL SUPPLIES		N	A
M-060420-600	.17188 AMZN MKTP US MC1586791	202005	Dobrovolny	199.95	JANITORIAL SUPPLIES		N	A
M-060420-600	.17192 AMZN MKTP US 8U7H67L83	202005	Dobrovolny	89.85	JANITORIAL SUPPLIES		N	A
M-060420-600	.17195 AMZN MKTP US 7M0WS73M3	202005	Dobrovolny	86.76	JANITORIAL SUPPLIES		N	A
M-060420-600	.17196 AMZN MKTP US MC3CY9E53	202005	Dobrovolny	73.98	JANITORIAL SUPPLIES		N	A
M-060420-600	.17202 AMZN MKTP US OF8AI9QD3	202005	Dobrovolny	159.98	JANITORIAL SUPPLIES		N	A
242	PROGRAM SUPPLIES	3,000.00	0.00	0.00	837.80	2,162.20	27 --	

		ANNUAL	ENCUMBERED	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		REVISED BUDGET		AND IN PROCESS	AND IN PROCESS	BALANCE			
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
101	GENERAL FUND								
142	COMMUNITY LIBRARY OTHER CURRENT EXPENDITURES								
248	PHOTOGRAPHY/AUDIO-VISUAL	0.00	0.00	0.00	0.00	0.00	0		
261	MEMBERSHIP DUES	1,000.00	0.00	0.00	55.00	945.00	5		
263	TRAVEL EXPENSE	3,500.00	0.00	0.00	0.00	3,500.00	0		
265	CONFERENCE & MEETINGS	1,500.00	0.00	0.00	211.94	1,288.06	14	-	
271	TELEPHONE	1,800.00	0.00	178.77	1,077.19	722.81	59	-----	
P-061220-604	PAYROLL INTERFACE	061220		60.50	CODE-Y,PER#-1,FUND-	101			A
M-063020-622 06976	VAST BROADBAND	008367		74.95	PHONE SERVICE	003513	F	N	A
M-063020-622 06976	VAST BROADBAND	008368		43.32	PHONE SERVICE	003513	F	N	A
272	ELECTRICITY	23,000.00	0.00	1,184.20	5,689.58	17,310.42	24	--	
D-060820-591 00455	NORTHWESTERN ENERGY	064784 5.27.20		1,184.20	ELECT	002795	P	N	A
273	FUEL-HEATING	3,000.00	0.00	46.24	1,414.20	1,585.80	47	----	
D-060820-591 00303	MIDAMERICAN ENERGY	064778 5.27.20		46.24	FUEL	002794	P	N	A
274	WATER SERVICE	3,500.00	0.00	61.30	471.74	3,028.26	13	-	
D-060820-591 00109	CITY UTILITIES	064739 5.27.20		61.30	WTR-WW CHARGES	002793	P	N	A
275	SEWER SERVICE	1,200.00	0.00	23.65	293.21	906.79	24	--	
D-060820-591 00109	CITY UTILITIES	064739 5.27.20		23.65	WTR-WW CHARGES	002793	P	N	A
276	LANDFILL	500.00	0.00	40.00	216.00	284.00	43	----	
J-063020-631	JUNE JOURNAL ENTRIES	JE 177		40.00	DUMPSTERS - JUNE				A
277	RUBBLE	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	OTHER CURRENT EXPENDITURES	123,602.00	0.00	6,937.24	61,638.26	61,963.74	49	----	
CAPITAL OUTLAY									
301	CAPITAL REPAIR & MAINTENANCE	20,000.00	0.00	0.00	0.00	20,000.00	0		
320	BUILDINGS	0.00	0.00	0.00	0.00	0.00	0		
340	BOOKS	51,000.00	0.00	3,637.42	14,853.18	36,146.82	29	--	
M-060420-600 .17171	AMAZON.COM M77ZA5GB0	202005	Dobrovolny	93.75	BOOKS		N		A
M-060420-600 .11798	BAKER-TAYLOR	202005	Schmidt	3,119.74	BOOKS		N		A
M-060420-600 .17181	INF CITY DIRECTORIES	202005	Schmidt	390.00	BOOK		N		A
M-060420-600 .17206	AMZN MKTP US 059706FB3	202005	Dobrovolny	25.01	BOOKS		N		A
M-060420-600 .17210	AMZN MKTP US JW4NE3HJ3	202005	Dobrovolny	8.92	BOOK		N		A
342	AV - CAPITAL	12,500.00	0.00	984.47	3,631.35	8,868.65	29	--	
M-060420-600 .17171	AMAZON.COM M77ZA5GB0	202005	Dobrovolny	18.11	DVD'S		N		A
M-060420-600 .17172	AMZN MKTP US M73832J02	202005	Dobrovolny	35.95	DVD'S		N		A
M-060420-600 .17202	AMZN MKTP US OF8AI9QD3	202005	Dobrovolny	10.00	DVD'S		N		A

		ANNUAL		ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		REVISED BUDGET	ENCUMBERED	AND IN PROCESS	AND IN PROCESS	BALANCE			
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
101	GENERAL FUND								
142	COMMUNITY LIBRARY								
	CAPITAL OUTLAY								
342	AV - CAPITAL								
M-060420-600	.17205 AMZN MKTP US B22969Z33	202005	Dobrovolny	19.69	DVD				N A
M-060420-600	.17211 AMZN MKTP US Y592Z5CF3	202005	Dobrovolny	27.95	DVD'S				N A
D-060820-591	04785 MIDWEST TAPE	064781	493-125-237	872.77	AV	021150			P N A
350	EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00			0
TOTAL:	CAPITAL OUTLAY	84,500.00	0.00	4,621.89	18,484.53	66,015.47			21 --
	OTHER EXPENDITURES								
530	REFUNDS & REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00			0
TOTAL:	OTHER EXPENDITURES	0.00	0.00	0.00	0.00	0.00			0
TOTAL:	COMMUNITY LIBRARY	809,392.00	0.00	41,191.83	282,685.56	526,706.44			34 ---
TOTAL:	GENERAL FUND	809,392.00	0.00	41,191.83	282,685.56	526,706.44			34 ---

Director's Report-July 2020

Appointments at the Library: Beginning on June 15, the library began accepting up to 8 appointments per day at designated times for use of the computer, copier, fax and microfilm machines as well as for test proctoring. Beginning on June 29, we began to include book browsing and checkout as an option for appointment requests. Using the microfilm machine and book browsing have been the most popular reasons for appointments so far. Patrons are asked to wash their hands when entering and to wear a mask when inside the library. We have masks available for patrons if they do not have their own. We also have hand sanitizer available and staff sanitize used areas and high touch surfaces after each appointment.

Summer Reading: As of July 6, we have 283 people (all ages) registered for our summer reading program. Our shift towards virtual programs this year has challenged our staff to work with new software, create more videos and try to think of new ways to keep people engaged. In June, in addition to our in-house programs, we shared virtual performances from Rockin' Red (music show) and Absolute Science, which included Big Bag Bubbles, Optical Illusions and more! For the adults, we shared a video of local fabric artists and how they use their skills to create items that can preserve memories such as quilts, bears, and more. We also offer an online trivia contest and a virtual book club for adults.

Our summer reading activities will continue through July. We have created bags for curbside pick-up that correspond with our July activities and offer other fun ideas for summer reading participants. Some of our upcoming special events include a bilingual story time (in partnership with Cornerstones and the Literacy Council) and virtual performances by Magician Jeff Quinn and the Great Plains Zoo. We are also planning for a visit from Tommy the Turtle as we highlight how to stay safe when the weather is bad. This event will be in partnership with the Yankton County Emergency Management team. We are excited that Tommy the Turtle will be here on July 29 to wave and hand out activity bags to families as they drive through the parking lot. For the adults, we are offering a writing contest, a virtual presentation on natural cleaning supplies, more trivia, and a virtual book club to end the summer. Though this has certainly been a different summer, the staff continue to work hard to provide fun and educational activities for the whole family!

Annual Report: The library's annual report was submitted to the State Library this spring. They require statistics about circulation, items owned, staff, computer/internet services and more. One of our staff members, Jill Paulson, used this information to create an annual report in a more user-friendly format which is included in your packet. This is a handy tool to share with the City and County Commissioners along with anyone else that has interest in what the library has to offer.

Staffing: The library is currently operating in a limited Phase 2. We are busy with curbside pick-up, offering assistance over the phone and online, and offering appointments in the mornings. The library has been operating limited hours (Mon-Fri 8am to 5pm) since our closure in March, mainly due to staffing. Beginning on June 20, we included Saturdays 8am to 12pm for curbside pickup and staff assistance. Our next steps will include offering an increased number of appointments as well as "grab and go" checkout times. The dates for these changes are not set at this time. We currently have two full-time positions open. We will likely advertise for those positions at the end of the summer. We

currently have 6 full-time and 4 part-time staff members helping to cover shifts at the library, with our final 2 part-time staff back on the schedule in August.

Board Terms: Two board members have terms expiring this year, Christine Tielke and Lilah Gillis. Lilah has reached her term limit and will be leaving the board. A big thank you to her for her time serving as Board President, volunteering at library events, and all the ways she has supported Yankton Community Library! Christine has volunteered to serve another term. Thank you, Christine! The new appointments for the Library Board will be made after July 13.

Next Meeting: The next meeting for the Library Board of Trustees is scheduled for Wednesday, August 12 at 5:30pm. We will send out a link for those wishing to attend virtually as well as offering physical space in the library's meeting room.

June 2020 Program Statistics

	Registered	Activity Badges earned	Minutes/Books read
Children	182	543	49,552 minutes
Teen	44	34	42 books
Adult	54	29	8

Weekly Teen Challenges (Mondays)			
		Badges	Engagement (page)
Obstacle Course	1-Jun	6	14
Fractured FairyTale Contest	8-Jun	2	11
Mythology-inspired art	15-Jun	4	8
Book face/cover redesign	22-Jun	6	9
Catapult	29-Jun	0	1
Total:		18	43

Weekly Children's Challenges (Mondays)				
		Badges	Engagement	Video Views
Shield	1-Jun	42	15	66
Fam Scavenger Hunt	8-Jun	30	25	42
Explore Nature	15-Jun	20	7	19
Write Story	22-Jun	9	3	6
Science Experiment	29-Jun	2	4	9
Total:		103	54	142

page view (no vid)
page view (no vid)
page view (no vid)

Crafts (Wednesdays)		Badges	Engagement	Video Views
	3-Jun	68	58	145
	10-Jun	56	77	39
	17-Jun	50	13	38
	24-Jun	41	13	60
Total:		215	161	282

Brick Building Club (Thursdays)		Badges	Engagement
	4-Jun	52	23
	11-Jun	33	11
	18-Jun	21	11
	25-Jun	22	10
Total:	128	55	

Show & Tell (Fridays)		Badges	Engagement (page)
	5-Jun	25	32
	12-Jun	32	22
	19-Jun	20	9
	26-Jun	21	63
Total:	98	126	

Absolute Science (Fridays)

Rick Eugene Magic	5-Jun	These links were shared with us, but provided by an outside performer on their Youtube channel. Because of this, we are unable to obtain the views specific to our patrons.		
Absolute Science Fire & Ice	12-Jun			
Steve & TV Optical Illusions	19-Jun			
Absolute Science Laser	26-Jun			
Total:		N/A	0	0

Special Performances		Badges	Engagement (page)	Video Views
Big Bang Bubbles	1-Jun	N/A	80	(link has all views, not just our patrons)
Rockin' Red	15-Jun	N/A	7	20
Total:		N/A	87	20

Adult Programs	Badges	Engagement	Video Views	Submissions/ Attendance
Bad Art-submission by June 30	0	20	N/A	8
Sew your story	0	57	37	n/a
Summer Trivia June 17-30	1	38	N/A	42
Virtual Book Club June 28	0	21	N/A	2

Food for Fines		
Cereal	June	N/A

Book Clubs			
Reader's Anonymous	9-Jun	1:00 PM	N/A
Between the Lines	23-Jun	4:30 PM	N/A
Total:			0

Miscellaneous				
Presentation for Morning Optimists Group	15-Jun	12:00pm	12	
Total:			12	0

Story Time (Tues/Thurs)		Engagement	Video Views
	2-Jun	7	37
	4-Jun	3	32
	9-Jun	6	53
	11-Jun	5	39
	16-Jun	4	23
	18-Jun	2	3
	23-Jun	4	23
	25-Jun	4	7
	30-Jun	4	24
Total:		39	241

June 2020 Usage & Circulation Statistics

Total Circulation Statistics*		
	2020	2019
Adult	4,260	8,171
Juvenile	1,854	4,663
Total	6,114	12,834

*Includes physical collection, ILL, and eBooks

Public Computer Use		
	2020	2019
Uses	13	1,105
Hours	4.5	820.0

Physical Collection Circulation		
	2020	2019
Adult	2262	6,353
Juvenile	1826	4,649
Total	4,088	11,002

WiFi Usage		
	2020	2019
Sessions	1,153	1,374
Total Session Hours	4,568	972.0
Unique Users	122	427

Interlibrary Loan		
	2020	2019
Requested	81	131
Supplied*	29	128
Total	110	259

*Not lending to prison

Meeting Room Use-N/A		
	2020	2019
Library Uses	0	37
Library Hours	0.0	80.0
Non-Library Uses	0	10
Non-Library Hours	0.0	22.0

Electronic Resources		
	2020	2019
OverDrive	1888	1,559
TumbleBooks	28	14
Total	1916	1,573

Study Room Use		
	2020	2019
Uses	0	46
Hours	0.0	170.0

Adult Outreach		
	2020	2019
Locations	0*	14
Patrons	15	41
Circulations	76	217

*No deliveries

Notary-N/A		
	2020	2019
Requests	0	2

Proctor		
	2020	2019
Tests	1	29

Daycare Outreach - SUMMER		
	2020	2019
Locations	n/a	n/a
Patrons	n/a	n/a
Circulations	n/a	n/a

Current Cards	2020	2019
Resident	4,016	5,137
Non-Resident	223	338
Mount Marty	36	40
Teacher	49	48
Yankton County	936	1,027
Total	5,260	6,590

Yankton County		
	2020	2019
Households	25	53

Non-city Cards	2020	2019
County	25	41
Non-resident	5	19

Number of Curbside Pickups	1,013
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Genealogy Requests		
	2020	2019
Patrons	3	4
Hours	1	3.0

Teacher Requests		
	2020	2019
Patrons	0	1

Courier	2020	2019
Total Incoming	92	248
Total Outgoing	24	271
Total	116	519

Items Added to Catalog	2020	2019
	448	487

Items Deleted from Catalog	2020	2019
	37	131

Number of Appointments (June 15-June 30)	46
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Yankton Community Library

July 2020

Imagine Your Story

*Please note that all listed programs will be done virtually through our Facebook page or library website.

Sun	Monday	Tuesday	Wednesday	Thursday	Friday	Sat
		<p>Color Code: Preschool and under Elementary grades Teen Adult All Ages</p> 	<p>1 Children's Craft— Collage Twisted Fairy Tales Writing Contest</p>	<p>2 Story Time Brick Building Club— 30 Bricks</p>	<p>3 Show & Tell Challenge— Something you've grown Absolute Science link</p>	4
5 W e e k 6	<p>Teen Challenge— Digital Escape Room Children's Challenge—Fairy Tale STEM : Little Red Riding Hood LifeServe Blood Drive 9:30a-2p Appointments Required</p>	<p>7 Story Time Vote for your favorite Bad Art July 6-July 13</p>	<p>8 Children's Craft— Painted rock fairy/gnome houses</p>	<p>9 Story Time Brick Building Club— Build a Character</p>	<p>10 Show & Tell Challenge— Something with wheels Absolute Science link</p>	11
12 W e e k 7	<p>13 Magician Jeff Quinn—online link Teen Challenge— Recycled Materials Art Children's Challenge— Fairy Tale STEM: Jack & the Beanstalk</p>	<p>14 Story Time</p>	<p>15 Children's Craft— Giant Bubble Wands Adult Trivia: Part 2 (July 15-July 30)</p>	<p>16 Story Time Brick Building Club— Catapult</p>	<p>17 Show & Tell Challenge— 3 things of your favorite color Absolute Science link Bad Art Winner Announced</p>	18
19 W e e k 8	<p>20 National Moon Day— Teen Challenge— Photo Scavenger Hunt Children's Challenge—Fairy Tale STEM: Billy Goats Gruff</p>	<p>21 Bilingual Story Time (Spanish/English) Improve Your Castle: DIY Natural Cleaning Products</p>	<p>22 Children's Craft— Thaumatropes</p>	<p>23 Story Time Brick Building Club— Self Portrait</p>	<p>24 Show & Tell Challenge— Vacation photo Absolute Science link</p>	25
26 W e e k 9	<p>27 Great Plains Zoo—LIVE Virtual Program! Teen Challenge—Zoom Games Children's Challenge— Fairy Tale STEM: Rapunzel</p>	<p>28 Story Time Virtual Book Club via Zoom- 6:30pm Pre-registration required</p>	<p>29 Children's Craft— Hippogriff Toothpaste 2:30-3:30—Tommy the Turtle Visit</p>	<p>30 Story Time Brick Building Club— Tell a Story</p>	<p>31 Show & Tell Challenge— Favorite book/Best book of summer Absolute Science link Writing Contest submissions due</p>	

*Please call the library at 605.668.5275 if you need more information about Beanstack.

Petitions and Solicitation Policy

The First Amendment of the Constitution of the United States affords citizens the right to freedom of speech as well as the right to petition the government for the redress of grievances.

This policy sets forth guidelines and conditions for circulating petitions and soliciting to protect both the free exercise of individual rights as well as maintenance of a safe and welcoming environment for all patrons while visiting the library.

Petitions:

Circulating petitions for signatures ~~or soliciting~~ inside the **common areas of the** library and on library property, including the parking lot is prohibited. It disturbs the orderly operating of the library and may make some patrons feel harassed. Also, it may give the appearance that the library is supporting a specific cause or issue. This policy is content-neutral and applies to all regardless of the candidate, issue or cause.

As such, the library allows people to circulate petitions ~~only~~ on the sidewalk on the north side of the building **or the petitioners may reserve the meeting room for such purpose. If using the library's meeting room, the meeting room policies must be followed, including keeping all activity and materials inside the meeting room.** Petitioners may not actively pursue, harass or intimidate library patrons. **Additionally, in issuing posters, press releases or other publicity, groups may not imply that their programs are sponsored, co-sponsored or endorsed by the Yankton Community Library.**

Soliciting:

Soliciting inside the library and on library property, including in the parking lot and meeting room is prohibited. Individuals or businesses may not sell products or materials, ask for donations, seek membership fees or payment of dues inside the library or on library property. Not for profit fundraising activities are not permitted inside the library or on library property by any person or organization when the purpose is to benefit a group or organization other than the library or the Friends of the Yankton Community Library.

Anyone who violates this policy, or other library policies such as the Behavior Policy, or engages in unlawful behavior will be asked and required to leave the premises.

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As such, the library allows people to circulate petitions only on the public sidewalk on the north side of the building or on the public sidewalk on the east side of the building that is parallel to the street. Petitioners may not actively pursue, harass or intimidate library patrons.

Individuals or businesses may not sell products or materials, ask for donations, seek membership fees or payment of dues inside the library or on library property. Not for profit fundraising activities are not permitted inside the library or on library property by any person or organization when the purpose is to benefit a group or organization other than the Yankton Community Library or the Friends of the Yankton Community Library.

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Yankton Community Library Technology Plan

Adopted by the Yankton Community Library Board of Trustees on ~~November 8, 2017~~

Library Mission Statement

The mission of the Yankton Community Library is to uphold the public's freedom of access to information by providing a dynamic collection in a variety of formats and technologies, and responding to the needs of the community through timely services and programs.

Technology Vision Statement

The Yankton Community Library (YCL) strives to be a technological leader in the community of Yankton in order to provide opportunities to bridge the digital divide that is still very present in rural communities. By providing opportunities to utilize technology and receive training, the Library helps provide equitable access to technological opportunities to all citizens of the Yankton area.

Current Technology Assessment

- 10 staff desktop computers
- ~~3~~ 2 staff laptop computers
- 10 public access desktop computers with time management software (Envisionware)
- 2 public access printing, scanning, and online catalog computer stations
- 2 dedicated online catalog computer stations
- 1 dedicated print release station computer with coin-op machine
- 1 dedicated self-checkout station computer
- Windows 10 operating system and Microsoft Office on all staff and patron computers
- 2 iPads for staff use
- 1 tablet for staff use
- 1 camera for staff use
- Upgraded telephone and voicemail system with nine staff phones and one patron phone
- Updated fax machine with sending and receiving capabilities for staff and patrons
- ~~3~~ 2 staff printers/scanners
- 1 patron printer and copier with print management software
- Atrium Integrated Library System through Booksystems, Inc.
- 2 microfilm readers with printers for staff and patron use
- 4 ~~3~~ scanners available for patron use and ~~1~~ dedicated staff use scanner
- 4 ~~5~~ receipt printers
- WiFi system with multiple access points
- ~~3~~ 2 LCD video projectors available for staff use and patron rental
- 1 overhead and ~~2~~ 1 opaque projectors available for staff use and patron rental
- 1 public address system which includes a microphone and speakers for staff use and patron rental

- Large screen television in Meeting Room for use in presentations and programs
- WiiU Gaming System and Wii Gaming System for use in library programs
- DVD cleaning system for library and patron use
- 2 NASA Backpacks available for checkout that each include a coding mouse and a telescope
- ~~Online Meeting Room Sign-Up~~

Current Digital Library Resources

- eBooks and eAudiobooks for all ages which are downloadable through a variety of platforms
- Back issues of eMagazines available for download
- ~~Streaming and downloadable music~~
- Online platform for tracking programs such as Summer Reading and logging books
- DMV practice tests
- Dozens of State Library databases including newspaper access, genealogy resources, car repair manuals, language instruction courses, and much more
- GoToMeeting software for conducting virtual meetings
- Social media pages for library information including Facebook, Pinterest, Instagram & Twitter
- Website
- Online Public Access Catalog (OPAC)
- Staff email accounts

Identified Technologies for Library to Explore in the Future

- RFID Checkout
- Virtual Reality Technology
- 3D Printing Technology
- Digital Microfilm Reader/Printer
- Charging Station(s)
- Security Cameras
- Large Computer Lab
- Downloadable/Streaming Movies
- Newer Computers for Patron Access
- Presentation Capabilities in Director's Office
- WiFi Hotspot Lending
- WiFi Printing
- Smart Board
- Overhead mounted projector
- Kid-friendly educational computer programs/software/devices
- Smoke Detector
- Panic Button
- Credit Card Machine
- Tablets for in-house use

Technology Goals and Objectives

- I. People will think of the Library as a technology leader and resource in the community.**
 - a. Advocate for newer library computers and actively seek additional funding to meet technology needs not possible through our current budget.
 - b. Actively promote our Digital Library and resources such as free WiFi.
 - c. Stay on top of maintaining the Library's website and social media channels.
 - d. Continually evaluate staff and patron needs and satisfaction to plan for hardware or software upgrades to improve productivity and quality of service.

- II. Patrons of the Library will encounter a library technology infrastructure that provides them with the information they need.**
 - a. Maintain technology and support teams and add staff if needed
 - b. Maintain reliable high speed wireless Internet access
 - c. Provide faster and reliable, user-friendly computers for public and staff access to the Internet, the library catalog and other software applications.
 - d. Provide updated technology for non-computer technology needs such as fax machines, microfilm readers, photocopiers, projectors, and more, as needed.

- III. People will encounter staff who are knowledgeable about technology and able to guide them in its use to support life-long learning needs.**
 - a. Improve technology training for the public either by utilizing staff time and abilities or contracting with a database that can provide training opportunities.
 - b. Empower staff by improving their technology skills and encouraging continual training and learning of new technologies for all levels of library staff by providing time and direction.
 - c. Develop tutorials and training materials to facilitate learning of new technologies.
 - d. Foster a positive learning environment for ongoing technological change by maintaining open lines of communication and sharing information and technical skills.
 - e. Budget for one staff member to attend the Library Technology Conference each year.
 - f. Enhance the Book-A-Librarian service which offers one-on-one technology assistance from staff.
 - g. Provide basic classes for technology training including how to use the library's digital resources, internet/email basics, and how to stay safe online.

- IV. Maintain flexibility and readiness to adapt to new and changing technologies.**
 - a. Review and investigate technology to improve library services, which may include research and reference databases.
 - b. Stay aware of changing and emerging technologies by reviewing professional publications, attending conferences, and monitoring social media.

Training Needs

The Library will encourage staff participation in training workshops, conferences, and webinars related to technological advancement. This knowledge is fundamental in serving our patron base as well as effectively executing other areas of our jobs.

Technology Budget

The library does not purchase its computers as they are included in a line item in the City's IT budget. All computers are replaced on a rotating schedule set up through the IT department.

The library will continue to advocate for newer computers in order to meet our vision of being a technological leader in the Yankton community. In addition to this, we will continue to search for additional funding in the form of grants, gifts, and endowments.

Library databases have typically been handled through the State Library, but YCL is beginning to evaluate important options that are available at reasonable prices to provide directly to our patrons but absorbing the costs into the Professional Services portion of our operating budget. When we've had success with new databases, we will advocate for their purchases at the State Library level.

Evaluation

We will evaluate this plan by reviewing and revising it annually with the Board of Trustees. Patron satisfaction with software and other technology provided by the Library will be assessed through library surveys, the annual City community wide survey, usage statistics, and patron comments or suggestions.

YANKTON COMMUNITY LIBRARY



2019 ANNUAL REPORT



LIBRARY BOARD OF TRUSTEES



The Library Board of Trustees is composed of five Mayoral/City Commission-appointed positions. It includes representatives from the City Commission and the County Commission. The Board of Trustees is a volunteer governmental body with various policy-making responsibilities. They meet monthly at the library and also participate in training so that our library can maintain exemplary status within the state.

FRIENDS OF THE LIBRARY

The Friends raise money for the Yankton Community Library through regular used book sales. The proceeds of these sales benefit the library and its patrons in a variety of ways from year to year.

Some of their purchases in 2019 included a play kitchen set for the children's area, new seating in the teen area, summer reading performer fees and summer reading prizes.



If you are interested in joining the Friends of the Library, please see any of the library staff for more information.

LETTER FROM THE DIRECTOR

Libraries are at the heart of communities throughout the world, and those that work in libraries truly have a passion for helping their communities and those they serve. We saw these trends continue and strengthen throughout 2019 at Yankton Community Library.

Libraries are for everyone and books are just the beginning! We have continued to improve our services to the public and continue to build and grow partnerships within the community. In 2019, we made a concentrated effort to extend our library programs and presence beyond the walls of our building. The library participated in community events like Arts in the Park, Welcome to Walnut, Harvest Halloween, and the Holiday Parade of Lights. In October we partnered with Ben's Brewing Co. for a fun night of Harry Potter trivia for adults. Beyond



our daycare outreach program, we also offered story times in Memorial Park during the month of September. Within the library, we focused on providing quality programs for all ages and abilities with a variety of topics and interests. Though books, literacy and learning are extremely important, we also want to offer opportunities for people to feel more connected to their patrons through fun, informative and interactive programs. Libraries provide a sense of stability for the community because they are always working to improve access and make changes that can better serve the needs of



the community. None of that would be possible without the staff at the library. They are truly on the front line to offer a friendly face, book suggestions, computer assistance, and lead people to relevant resources. We look forward to another great year of service, learning and fun in 2020!

~ Dana Schmidt

STAFF



Dana Schmidt
Linda Dobrovolny
Amy Clare
Amanda Raiche
Joan Heimes
Emily Lundgren

Library Director
Assistant Director / Technical Services
Senior Library Assistant, Circulation
Youth Services Librarian
Youth Services Assistant
Library Assistant

Six part-time staff also assist with day-to-day duties to help things run smoothly at the library.

STATISTICS...COLLECTION, CIRCULATION & SERVICES

LIBRARY COLLECTION



70,390
BOOKS



8,730
E-AUDIOBOOKS



24,318
E-BOOKS



3,682
DVD'S



3,108
CD BOOKS



124
MAGAZINE & NEWSPAPER
SUBSCRIPTIONS

LIBRARY CIRCULATION



91,379
BOOKS



7,654
E-AUDIOBOOKS



10,072
E-BOOKS



30,451
DVD'S



4,435
CD BOOKS



1,470
MAGAZINES



TO THE PUBLIC
3,119 HOURS

312
EXAMS
PROCTORED



4,439

NEW

ITEMS
IN 2019

Patron Feedback

"We love our local library and all the great activities they put on! The staff is super friendly. Their books are very diverse ... and my kids love to come to play with their learning toys."

~ Elizabeth H.



STUDY ROOM USAGE
523 SESSIONS
660.5 HOURS

59



ELECTRONIC
DATABASES
AVAILABLE
TO PUBLIC

STATISTICS...COLLECTION, CIRCULATION & SERVICES



MEETING ROOM USAGE

335 : LIBRARY PROGRAMS 699 : HOURS
 177 : OUTSIDE ORGANIZATIONS 356 : HOURS
 512 : TOTAL PROGRAMS & MEETINGS 1,055 : HOURS

TECHNOLOGY



14
COMPUTERS
FOR PUBLIC USE



9,801
HOURS OF
COMPUTER USE



17,975
WIFI
CONNECTIONS

INTERLIBRARY LOAN PROGRAM

1,452 ITEMS
BORROWED FROM
OTHER LIBRARIES



1,513 ITEMS
LENT TO OTHER
LIBRARIES

NURSING HOME & HOME-BOUND PATRON OUTREACH



504
VISITS

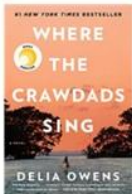


2,809
ITEMS
DISTRIBUTED

“LIBRARIES STORE THE ENERGY THAT FUELS THE IMAGINATION. THEY OPEN UP WINDOWS TO THE WORLD AND INSPIRE US TO EXPLORE AND ACHIEVE, AND CONTRIBUTE TO IMPROVING OUR QUALITY OF LIFE. LIBRARIES CHANGE LIVES FOR THE BETTER.”

SIDNEY SHELDON

TOP TITLES CHECKED OUT IN 2019



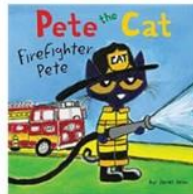
ADULT FICTION



YA FICTION



JUNIOR FICTION



EASY FICTION



DVD

SPECIAL EVENTS & PROGRAMS



509 PROGRAMS & EVENTS



8,825 PARTICIPANTS



Harry Potter Fun

In October, fun was had by all ages at the library with Harry Potter themed games, crafts, photo opps and more! Activities included wand making, making a Golden Snitch, and a scavenger hunt.

Later, for the adults, the Yankton Community Library partnered with Ben's Brewing Co. for the first time to host a Harry Potter Trivia Night. There were 60 people in attendance! Ben's Brewing Co. was a great partner in this event and even offered a special Butter Beer that night for participants.



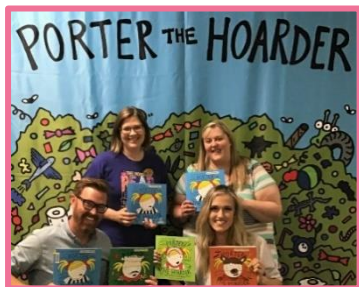
SPECIAL EVENTS & PROGRAMS

Harvest Halloween

The library participated in Yankton's annual fall festival—Harvest Halloween—for the first time in 2019. This is a free family fun event that reinforces community spirit and includes food, music, art, and children's activities. The event took place in the historic downtown Meridian District. Friends and Board members helped to host the kids' craft at our table.



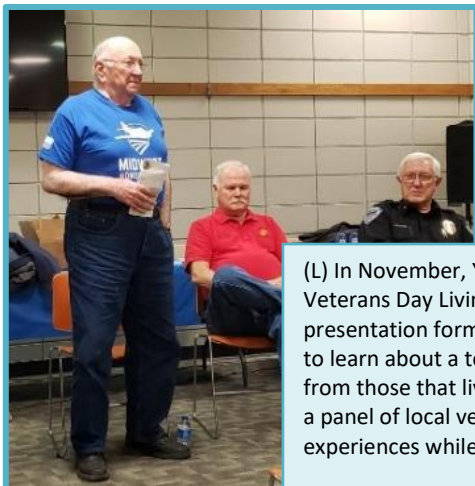
Porter the Hoarder



In September, YCL partnered with the Yankton Area Literacy Council and the South Dakota Statewide Family Engagement Center to bring Sean Covey—author of the *Porter the Hoarder* series—to present at the library. The series illustrator, Rebecca Swift, was also present at the event and is a



Yankton, SD native! They did a reading and a drawing demo as well as a book signing for a great audience.



(L) In November, YCL hosted our second annual Veterans Day Living Library. Through the “living library” presentation format, participants have the opportunity to learn about a topic and period in history directly from those that lived through it. The library welcomed a panel of local veterans to come and share their own experiences while serving in the military.



(R) NEW IN 2019: EXPLORE CLASSES...

Held once per month and open to all library patrons, these classes cover variety of topics from gift wrapping to caring for succulents to yoga. A special partnership was formed with Ability Building Services (ABS) in order for their clients to take part in these programs.

SPECIAL EVENTS & PROGRAMS

Recurring Programs

After School Movies

Between the Lines Book Club

Elementary Craft Club

Kid's Art Club

LEGO Club

LifeServe Blood Drive

Readers Anonymous Book Club

Science Club

Seed Library

Stay & Play

Story Time at Memorial Park

Story Time at the Library

Teen Tech Tutors

Teens Create

Unplug, Unwind, Craft!

Wii Play

Writing Workshop

Special Programs

All About Bats

Bad Art Night at Willa B's

Book Signings

Bunco

Cuban Missile Crisis Presentation by Doug Sall

Downton Abbey Trivia Night

Escape Room

Genealogist Gail Blankenau—Women

Homesteaders Presentation

Harry Potter Event

Harry Potter Trivia Night at Ben's

Harvest Halloween

Historic Cemetery Walk

Holiday Bingo

Kent Nerburn—2019 One Book SD Author

Meditation 101

Neither Wolf Nor Dog Book Discussion

Neither Wolf Nor Dog Movie Showing

Omaha Zoo Program

One Beard, Two Beard: Children's Music

Oscar Movie Marathon

Porter the Hoarder Author & Illustrator Presentation

Pup Up Library at the Dog Park

Santa's Workshop

Sean Gaskell—West African Kora Presentation

Stay Safe Online

Storyteller Will Stuck

Summer Reading Kick Off Party

Talent Show

Tatting Demo & Teacup Candle Craft Event

The Rope Warrior Jump Rope Show

Veteran's Day Living Library

Winter Reading Cocoa & Cookie Party

Wizards Unite Meet & Greet

Women's Suffrage Presentation



Sunday's
Winning Time!

ESCAPE ROOM EVENTS: In April, the Library hosted an Escape Room event for adults and teens in groups of 4-5 people. Participants joined in the fun to help find a long-lost unpublished manuscript before it is lost forever. Those that solved the puzzles the fastest, won the game. The event was such a success, a second Escape Room event was held in September.

SPECIAL EVENTS & PROGRAMS

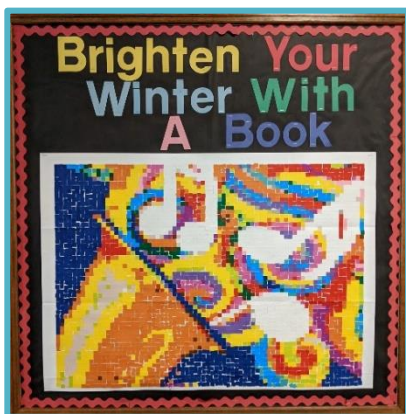
Seasonal Reading Programs

The library sponsors seasonal reading programs with parties, programs, reading incentives and more. All ages of readers (from birth to 99) can register for reading programs on Beanstack. Summer reading programs have been a highlight of the year for many years with summer 2019 sporting a fun space theme for the kids.



Red Beard, Blue Beard gave a special musical performance for youth at the library in July as part of the Summer Reading Program.

As part of the summer reading program, the library hosted the One Book South Dakota author Kent Nerburn in June to discuss his book *Neither Wolf Nor Dog*. The Friends of the Library generously funded the movie rights to the film *Neither Wolf Nor Dog* so that it could be shared with patrons in August. The first showing was such a success—with 102 patrons in attendance—that it was decided to hold a second showing which 42 patrons attended.



Another new and special event for 2019 was the Pup-up Library at the Dog Park in June. Patrons were encouraged to bring their furry friends check out some canine-related books.

The library hosted its first and second Winter Reading Programs in 2018/2019 and 2019/2020 (December-February) as a way to encourage our patrons to curl up with a good book during those cold winter months. There were fun incentives for each book they read such as earning parts to build their own snowman or colored stickers to reveal a beautiful music themed mosaic on the bulletin board in the hall.

Are you following us on Facebook?

If not, you're missing out. We are working hard to keep our patrons up to date on everything that is going on at the library including reading programs, library resources, events, challenges and more. Don't miss out. **Like, share & follow us TODAY!**



COMMUNITY PARTNERS

The key to a great library is community partnerships.

		<p>Yankton Contact Center</p>		 <p>ABILITY BUILDING SERVICES <i>Providing Opportunities for Enriched Lives</i></p>
				
		 <p>LifeServe BLOOD CENTER <i>Caring for you, sharing for life.</i></p>	<p>Missouri Valley Master Gardeners</p>	
				
	<p>Yankton Federal Prison Camp</p>			
	 <p>SOUTH DAKOTA STATEWIDE FAMILY ENGAGEMENT CENTER <i>Growing learners cradle to career</i></p>		 <p>RSVP Lead with Experience United Way LIVE UNITED</p>	

Yankton Community Library staff serve on a variety of local/state boards and committees:

- **Interchange:** Linda Dobrovolny
- **Literacy Council:** Amanda Raiche & Dana Schmidt
 - Literacy Council also provides tutoring at the library and partnered with YLC to bring Porter the Hoarder author and illustrator to YCL for an event in 2019.
- **Parents As Teachers:** Dana Schmidt
- **South Dakota Library Association (SDLA) - SD Titles To Go Committee:** Dana Schmidt
 - This committee makes decisions on e-book titles for the state.

Yankton Area Arts: YCL participated in Arts in the Park and Harvest Halloween events and partnered with YAA for a concert at GAR hall.

City of Yankton: The library participated in some City-sponsored events like Welcome to Walnut and the Holiday Light Parade. YCL partners with the Parks & Recreation Department to offer the Story Walk on the Meridian Bridge.

LifeServe Blood Center: YCL hosts blood drives throughout the year.

Yankton County: Our monthly Food for Fines program benefits the **Contact Center**. We have also worked with the **SDSU Extension (4H)** to host babysitting clinic and science clubs at YCL.

Pathways Shelter for the Homeless: YCL partners Pathways to provide residents with access to library materials.

Cornerstones Career Learning Center: The first bilingual story time (Spanish) was held in the last quarter of 2019 and YCL looks forward to continuing this partnership in 2020.

Southeast SD RSVP: RSVP Volunteers help us with YCL's weekly daycare outreach deliveries during the school year.

Master Gardeners & Yankton Federal Prison Camp: YCL partners with these organizations to coordinate and host the Yankton Seed Library.

SD Humanities Council: SDHC partners with YCL by providing presenters for educational/literary events as well as provides copies of the One Book South Dakota selection for our patrons.

MISSION

The mission of the Yankton Community Library is to uphold the public's freedom of access to information by providing a dynamic collection in a variety of formats and technologies, and responding to the needs of the community through timely services and programs.

CORE SERVICE VALUES

Providing Access

We believe that free access to information is foundational to democracy and as such libraries have an obligation to provide free and equitable access to all patrons, regardless of their age, race, sex, gender identity, religion, political affiliations, socioeconomic statuses, national origin, marital status, or abilities.

Promoting Lifelong Learning

Learning doesn't begin and end with formal education; libraries have been called the "people's university." We strive to rise to this label by providing vibrant collections, digital opportunities and training, and interesting programs to our community.

Increasing Community Engagement

Communities are stronger when we embrace and interact with one another. The library believes that this strength is built through daily interactions with our friends and neighbors in public spaces such as libraries. Libraries are one of the only places people can go that do not cost money. This, we believe, is an excellent environment for promoting community engagement.

Exceeding Expectations

Our patrons are at the heart of what we do. By striving to exceed their expectations every day in our offerings, our interactions, and our collections, we build a stronger library and a better library experience for all.



Yankton Community Library

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