

**MINUTES OF THE BOARD OF TRUSTEES MEETING  
YANKTON COMMUNITY LIBRARY  
Wednesday, July 8, 2020, 5:30 p.m.  
Virtual Meeting-GoToMeeting Interface & physical location at Library Meeting Room**

Meeting called to order by President Christine Tielke at 5:32 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 June 10, 2020 meeting by Webber with a second by Nelson. Unanimous approval.

**Discussion of Bills / Financial Report:** In addition to the reports, Schmidt reported that the City has access to some CARES Act funding and the departments are keeping track of COVID-19-related expenses to be reimbursed. Motion to accept the financial reports by Webber, with a second by Nelson. Unanimous approval.

**Communications and Correspondence:**

- Schmidt shared that library staff have continued to receive positive feedback about the curbside pickup service. One patron commented on how smooth the process works and how quickly we get the items out. She was particularly grateful that she could pick up her items on her lunchbreak and it only took a few minutes of her time.

**Public Comment Period:** None

**Director's Report:** Schmidt highlighted the annual report that was included in the board packet. One of the staff created this report with the statistics that we submitted to the State Library for the annual report. The report will be on the website and some printed copies will be put in curbside pick-up bags to share with patrons.

**Old Business:**

- Reopen plan for the library-status update: Schmidt reported on the reopening plan. Curbside service continues to be popular and well-received. This service will continue for the foreseeable future. The library has also been offering appointment times for computer usage and browsing. The appointments are going well and the number of appointments scheduled continues to increase. Saturday hours (from 8am to 12pm) were added mid-June and have helped to increase access as well as helping with the workflow at the beginning of the week.
- Petitions & Solicitation Policy: Schmidt presented two version of the policy to the Board. One was the original version that was shared at the June 2020 meeting, the second was a

revised version based on discussion to include meeting room usage for petitions. The Library Board had a discussion regarding the library's stance on being a place to share ideas from all points of view. Nelson made a motion to approve the revised policy, with a second by Gillis. All in favor. Motion passed.

- Technology Plan: Schmidt presented suggested updates and changes to the Technology plan. Schmidt and Dobrovoly assessed and made changes to the Current Technology Assessment, Current Digital Library Resources and Identified Technologies for Library to Explore in the Future sections of the plan based on current resources and needs. Klimisch suggested that the library may want to look into getting smoke detectors and panic buttons at the same time as they may use some of the same infrastructure.

### **New Business**

- Lilah's last meeting: The Board thanked Lilah Gillis for all of her leadership, involvement and continued support that she has shared with the library during her terms on the Board.
- Reorganization/Election of Officers for 2020-2021: Webber nominated Christine Tielke for President. Nelson nominated David Koerner for Vice-President. Webber moved that nominations cease with a second by Nelson; Unanimous approval of ballot.

### **Other Business:**

- Schmidt reported that the new library board member was expected to be appointed by the Mayor within the next few weeks. She reported that four people submitted letters with interest to serve on the Library Board. Koerner asked if we were able to reach out to the other individuals that showed interest to suggest other ways they could be more involved in supporting the library, such as the Friends group or Foundation Board.
- The next meeting for the Library Board of Trustees will be on Wednesday, August 12 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 Gillis to adjourn the meeting, with a second by Koerner. 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.