

**MINUTES OF THE BOARD OF TRUSTEES MEETING  
YANKTON COMMUNITY LIBRARY  
Wednesday, March 10, 2021, 5:30 p.m.  
Virtual Meeting-GoToMeeting interface and physical location in the Meeting Room**

Meeting called to order by President Christine Tielke at 5:31 p.m. Present were Sue Otterman, Amy Nelson, Sarah Mechtenberg, David Koerner, Yankton City Commissioner Jerry Webber, Yankton County Commissioner Dan Klimisch, Assistant Library Director Linda Dobrovolny and Library Director Dana Schmidt. Also present: City Finance Officer Al Viereck, Deputy Finance Officer Lisa Yardley, and Youth Services Librarian Victoria Caine.

Amy Nelson left at 6:20; Jerry Webber left at 6:45

**Additions to the Agenda:** None

**Approval of January 13, 2021 Minutes:** Webber made a motion to approve the February 10, 2021 minutes with a second by Nelson. Unanimous approval.

**Public comment Period:** None

**Discussion of Bills / Financial Report:** Koerner made a motion to accept the financial report with a second by Nelson. Unanimous approval.

**Communications and Correspondence:** Schmidt shared an interaction she had with a new patron that had recently moved here from Georgia.

**Director's Report:** In addition to the written report, Schmidt reported that the Friends of the Library were having small pop-up sales in the library to help with inventory. They will also be planning a large outdoor sale in April. Schmidt reported that the SD Poet Laureate would be hosting a virtual event for the library on April 26 for National Poetry month. Schmidt reported that three staff had been offered full-time library assistant positions but they were pending background checks and physicals.

**Old Business:**

- **Reopen plan for the library-status update:** Schmidt reported that the library would extend its open hours beginning in April. Hours will be Monday and Tuesday 9am-8pm, Wednesday and Thursday 9am to 6pm and Friday and Saturday (9am to 5pm). Grab & Go hours will also extend to 9am to close each day. Curbside pickup will still be available. Schmidt asked that the Board keep the mask policy in place until library staff have been vaccinated. Schmidt reported that the library would begin offering in person programming during the Summer Reading Program. At this point, we are planning for hybrid programming that would include some outdoor activities, some virtual events, and some events that may require pre-registration to limit the number in attendance.

**New Business**

- **Introduction of the New Youth Services Librarian:** Victoria Caine introduced herself to the Board.

- **Training for Library Board:** The six Board members present, along with Schmidt and Dobrovolny, heard a presentation from City Finance Officer, Al Viereck, regarding the city's budgeting process and how it relates to the library budget. Following the presentation, the Board members were able to ask questions and discuss. (30 minutes).
- **Lost and Damaged Materials Policy:** Koerner made a motion to approve the policy with the changes of adding an effective date and combining the first two boxes in the chart, with a second by Klimisch. Unanimous approval.

**Other Business:** None

**Public Comment Period:** None

**Adjourn the meeting of March 10, 2021:** Klimisch made a motion to adjourn the meeting at 6:55pm with a second by Otterman. Unanimous approval.