



Public Library Board of Trustees Minutes
City Council Chambers, City Hall, 612 N. Main Street
July 18, 2023

1. Call to Order

Board President Nath called the meeting to order at 5:04 p.m.

2. Roll Call

The following members were present in person: Dennis Nath, Diana Goldammer, Emma DeVos, Deb Everson, Ann Temple, and Susan Tjarks. Also present was Kevin Kenkel, Library Director and Jean Patrick, Children's Services Librarian.

3. Approval of Agenda

There were no changes to the agenda. Motion by Goldammer, seconded by Everson, to approve the agenda. All members present voted "Aye". Motion passed.

4. Approval of Minutes

Board members reviewed the minutes from the May 16, 2023 board meeting. Motion by Goldammer, seconded by Temple, to approve these minutes. All members present voted "Aye". Motion passed.

5. Director's Report

Board members reviewed written reports and monthly statistics for June 2023. Kenkel and Patrick provided additional comments regarding the written reports. Motion by Temple, seconded by DeVos, to approve the director's report. All members present voted "Aye". Motion passed.

6. Financial Report & Approval Of Bills

Board members reviewed the June bank statements and financial reports. Motion by Goldammer, seconded by Temple, to approve the financial reports. All members present voted "Aye". Motion passed.

7. Business Items

A. Annual Meeting Actions

Kenkel presided over the selection of a Board President for the coming year. Temple nominated Dennis Nath as President for 2023-2024. Motion by Temple, seconded by Tjarks, to close nominations and elect Nath by acclamation. All members present voted "Aye". Motion passed.



At this point, re-elected Board President Nath again presided at the meeting and asked for nominations for Vice-president. DeVos nominated Goldammer for 2023-2024. Motion by DeVos, seconded by Tjarks, to close nominations and elect Goldammer by acclamation. All members present voted “Aye”. Motion passed.

Board members reaffirmed the third Tuesday of each odd month as the meeting date for board meetings, but decided to set the meeting time at 5:15 p.m. to accommodate work schedules. Board members will continue having training sessions the third Tuesday of each even month at Mitchell Public Library. These sessions will be at 5:15 p.m.

B. Action to Approve Funding Requests for July 2023

Kenkel presented two funding requests. The first was for \$1,000 from Zack North for additional summer reading program prizes for both adults and teens. The second was for \$475 from Jean Patrick for books for the annual Read for the Record event. Motion by Goldammer, seconded by DeVos, to approve \$1,000 additional funding for adult and young adult prizes. All members present voted "Aye". Motion passed. Motion by Goldammer, seconded by Everson, to approve \$475 for the annual Read for the Record event. All members present voted "Aye". Motion passed.

C. Review of 2024 Library Budget Request

Kenkel presented the draft 2024 budget request for city funding. Board members reviewed and asked questions about the microfilm scanner request, library programming capacity, and staffing levels. Board members affirmed the draft request.

D. Action to Update Library Hours

Kenkel presented the proposal to change library hours to the following:

Winter Hours

Mon - Thurs	9 a.m. to 8 p.m.
Friday	9 a.m. to 6 p.m.
Saturday	9 a.m. to 5 p.m.
Sunday	2 to 5 p.m.
Total hours:	64

Summer Hours

Monday	9 a.m. to 8 p.m.
Tues - Fri	9 a.m. to 6 p.m.
Saturday	9 a.m. to 5 p.m.
Sunday	Closed
Total hours:	55

Kenkel provided 18 months of library traffic statistics showing average traffic each hour during the day. Kenkel also provided hours of operation information for other South Dakota libraries of similar size. Board members discussed the low traffic during the 8:00 – 9:00 p.m. hour and the benefits to young families with opening earlier. Motion by Temple, seconded by Tjarks, to approve the proposed change to library hours. All members present voted “Aye”. Motion passed. The change to hours of operation will begin after Labor Day 2023 when the library resumes Winter Hours.



8. Committee Reports

There were no committee reports.

9. Board Input

Board members welcomed Susan Tjarks to the Board as the new City Council representative.

10. Citizen's Input

No citizen's input was given.

11. Adjournment

There being no further business, President Nath declared the meeting adjourned. The meeting adjourned at 6:13 p.m.

Board members will meet August 15, 2023 at 5:15 p.m. at Mitchell Public Library for board training. The next Board of Trustees meeting is scheduled for September 19, 2023 at 5:15 p.m. in City Council Chambers at City Hall.