

Public Library Board of Trustees Minutes
City Council Chambers, City Hall, 612 N. Main Street
November 14, 2023

1. Call to Order

Board President Nath called the meeting to order at 5:15 p.m.

2. Roll Call

The following members were present in person: Dennis Nath, Diana Goldammer, Emma DeVos, Deb Everson, and Ann Temple. Board member Susan Tjarks was excused. Also present was Kevin Kenkel, Library Director and Zack North, Adult Services Librarian.

3. Approval of Agenda

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

4. Approval of Minutes

Board members reviewed the minutes from the September 19, 2023 board meeting. Motion by Temple, seconded by Everson, to approve these minutes. All members present voted "Aye". Motion passed.

5. Director's Report

Board members reviewed written reports and monthly statistics for October 2023. Kenkel and North provided additional comments regarding the written reports. Additional discussion about the library's OverDrive collection was held. In October MPL shared its OverDrive holdings with other libraries in the state. Sharing its digital collection resulted in over 1,500 additional checkouts in October. Motion by Goldammer, seconded by Temple, to approve the director's report. All members present voted "Aye". Motion passed.

6. Financial Report & Approval of Bills

Kenkel submitted four bills for approval to be paid. Motion by Goldammer, seconded by Everson, to approve payment of the submitted bills. All members present voted "Aye". Motion passed.

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

7. Business Items

A. Action to Approve Policy

Board members reviewed the updated "Collection Development Policy". Kenkel informed board members that the proposed policy was reviewed by the city attorney. Motion by Goldammer, seconded by Everson, to approve the updated Collection Development Policy. All members present voted "Aye". Motion passed.

B. Action to Approve Library Closure

Kenkel shared the city's Christmas holiday schedule with Board members. City offices will be closed Friday afternoon, December 22 for Christmas Eve and Monday, December 25 for Christmas. The library will be closed on December 24 for the actual Christmas Eve. Library staff don't expect many library visitors on Saturday, December 23, therefore Kenkel requested approval to be closed Saturday, December 23. Motion by Goldammer, seconded by DeVos, to approve being closed December 23, 2023. All members present voted "Aye". Motion passed.

8. Committee Reports

Kenkel, Everson, and Nath discussed the first meeting of the library's Strategic Planning Committee. The committee met October 23, 2023 with two staff members from the South Dakota State Library. The State Library will guide the committee through the strategic planning process. The next committee meeting will be in early December.

9. Board Input

DeVos shared that Mitchell Main Street and Beyond is sponsoring another window art project for beautification of downtown. This round has a literary theme. Kenkel shared that the library was contacted about participating again. We will help collect submissions.

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.

The next Board of Trustees meeting is scheduled for January 16, 2024 at 5:15 p.m. in City Council Chambers at City Hall.