



Siouxland Libraries

Lifelong Learning, Recreation and Information
www.siouxlandlib.org

200 NORTH DAKOTA AVENUE • P.O. BOX 7403 • SIOUX FALLS, SD 57117-7403

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Oak View Branch

Wednesday, November 9, 2016

1. Roll Call and declaration of quorum. The meeting was called to order at 4:30 PM by Jean Beddow. Members present: Jean Beddow, Craig DeJager, Jed Huisman, Becky Thurman, County Commissioner Dick Kelly, and Assistant Library Director Jodi Fick. Members absent: John Beaman. Staff present: Monique Christensen, James Borchert.
2. Adoption of the agenda. Motion by Dick Kelly and second by Jed Huisman to adopt the agenda. Motion carried.
3. Motion by Dick Kelly and second by Jed Huisman to approve the minutes of the September 14, 2016 meeting. Motion carried.
4. Review of financial and statistical reports.

Jodi shared the financial report noting that we have spent about 76% of the budget and we are 83% done with the year. Some of that is savings due to open positions. The growth of sales tax is less than anticipated and we expect to hold back some on the budget this year. In 2017 the city is planning on a hold back of 3% for each department. Jodi then shared a look at a new statistical report. The data on the report is collected for state and federal reports. Areas of note included a 50% drop in hits on the website which may have to do with the new design of the webpage. We also know many customers bypass the website and use our mobile site or go directly to the library catalog. There is an increase in circulation that can be directly linked to our new auto renew of materials. Digital resources are also seeing an increased use. Jodi shared the changes for the different services. Electronic databases continue to see a drop in use as customers find other resources to fill their needs. Public Computer Use is going down as we see more customers with mobile devices using the library's wireless Internet. With the change, we are going to make some reduction in the number of public computers at many of the locations. Jodi also shared information about the upcoming wireless and fiber changes at the rural locations as well as Oak View and Prairie West. These are fully funded but we hope to receive 70% back through e-Rate. Jodi shared information on our push for more programming and some restructuring in how we categorize the programs. As this was a new report Jodi asked for feedback on whether this was helpful, informative or whether it was too much data. The board agreed that this was good information and they liked seeing it as well as the narrative about what the data means for the library.
5. Library Director, Staff and Board Member Reports.

Based on customer recommendation, we lengthened the hold time so all customers will have a week to pick up items. Read for the Record was October 27. Thank you to those who read at the schools. Numbers were down at the schools, but up at the libraries. 3,131 heard the story this year. School readings were down: 207 classrooms to 138. More child care centers participated. Firehouse Little Library Ribbon Cutting was also on October 27. This is a partnership with SF Fire Rescue and the

library. It is located behind Fire Station #3 on Minnesota and 37th St. The fire crew built the library and are monitoring it. We provide extra books as needed. Nineteen 2nd graders from Sioux Falls Lutheran School attended the ribbon cutting. A mother of one of the firefighters has taken this on as a pet project. She is helping to keep the library stocked by buying books at rummage sales.

Staffing update: Downtown Branch Librarian is leaving this week. This position has been filled by an existing Branch Librarian from another location. We are interviewing next week to fill the now vacant position at Rural East. We had a librarian and a library associate who started this past Monday Downtown. We had a part-time staff member promoted to full-time at Oak View. And we have a new librarian beginning Downtown just after Thanksgiving.

Caille update: Monique reported that Caille is on schedule for completion at the end of November. There is a planned ribbon cutting on December 19 at 4:30 PM. We will open the library after the ribbon cutting. Currently the construction is focused on completion of texturing the walls and wall color is starting to be done. The only problem area is lighting. The contractor is having difficulty getting the lighting as specified on the plans.

6. Public Input. (There was no public input.)

7. Unfinished Business.

Director Search – Monique and Jean reported the steps we have taken so far for the director search. A copy of the candidate's application pieces was handed out for the board to review. She reminded board members that they would have a special meeting the following day. Jodi shared the process for the special meeting and how to go into executive session.

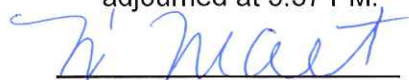
8. New Business.

9. Other.

10. Next special meeting: Thursday, November 10, 2016 at 12:30 pm at the Downtown Library.


11. The next regular meeting will be on Wednesday, January 11, 2017 at 4:30 PM at the Caille Branch.

12. Adjournment. Motion by Dick Kelly and second by Jed Huisman to adjourn. The meeting was adjourned at 5:37 PM.



Monique Christensen
Library Staff

11/11/17

Date Approved


Jodi Fick
Board Secretary