


**MINUTES OF BOARD OF TRUSTEES MEETING**  
**Siouxland Libraries**  
Main Library  
Wednesday, January 11, 2012


1. Roll Call and declaration of quorum. The meeting was called to order at 4:33 PM by Joel Rosenthal. Present: Tim Gebhart, Cindy Heiberger, Joel Rosenthal, Quinn Stein, and Mary Johns. Members absent: Dee Dee Raap and Kim Regnier. Staff present: Jodi Fick, Joan Reddy, Heather Stephenson, and Cynthia Winn. Guest present: Liz Squyer from Architecture Inc.
2. Motion to adopt the agenda by Gebhart, seconded by Stein. Motion carried.
3. Motion to approve the minutes of the November 9, 2011 meeting by Gebhart, seconded by Stein. Motion carried.
4. Review of Financial and Statistical reports. Gebhart had suggested a financial report format for presentation to the Library Board. Johns and Fick tweaked the format to match the City's budget categories. Johns presented the 2011 financial data in the new format. The report will change slightly when the final 2011 expenses are compiled by Finance. The Library operated within the budget during 2011. The monthly stats and reports are also being reworked into a new format. Fick commented on the decline in circulation per capita in 2011. This is reflected by using 2010 Census figures instead of estimated population figures. The Board asked questions about the year-end statistics. Youth Services program attendance declined due to budget reductions for outside performers, but the summer reading program completion rate was up 12%. Rosenthal stated that it is critical to get children in the library for reading and offered assistance on fund raising. Circulation was just short of two million at 1,963,918 items.
5. Library Director and Staff Reports. Johns distributed a list of the "10 Top Wins" for the Library for 2011. These are the really visible accomplishments for the year. The top projects for 2012 are being identified and will show up on the list of Top Wins next year. Heather Stephenson, from Library Information Services, presented an oral report on adult programming. This is an area that is receiving much more emphasis than in the past. Customer needs were assessed and new programs are being presented. Library staff has presented many computer, Internet and e-book programs using the new mobile laptop lab. Programming with community partner organizations, Consumer Credit Counseling Service and Department of Labor, focused on the use of credit, home buying, job seeking, online job applications, and resume reviews. The Library will also partner with the City Health Department on their Community Health Initiative in 2012. E-book use and collections have increased significantly in 2011. There was a meeting at Ronning recently to plan the 2012 re-carpeting and painting project. Johns visited the rural branches last week. She showed the City Link video about the Baltic remodel project. The video featured Mike Wendland, Mayor of Baltic, and Library staff members Jodi Fick, Kathy Faith and Mary Johns and Library board member Cindy Heiberger. City Internet bandwidth for the library will increase, with considerable benefit for Library computer users. The Library has applied for voluntary accreditation with the State Library at the Enhanced Level. Carla Williams (Information

Services) and Karen Jeffers (Circulation) retire in January. Nicole Johnson and Dan Neeves were promoted to Library Associates in the Information Services division. Correspondence received was routed around the table to the Board members.

6. Public Input. No members of the public were present.
7. Unfinished Business.
  - a. Prairie West Branch Library Update. Liz Squyer from Architecture Incorporated presented an update on the Prairie West Branch design progress. She showed four pictures, including the site plan, floor plan, and two exterior images. The branch will be located at 26<sup>th</sup> Street and Discovery Avenue. It will be around 15,000 square feet. Architecture Incorporated worked on cost reductions on the plan. Eight extra parking spaces will be optional. The Parks restrooms will be on the east side of the building with a separate entrance. There will be a place for a future sculpture.
8. New Business. None.
9. Other. Heiberger inquired about a recent Argus Leader Letter to the Editor. The letter was from a Dell Rapids resident who questioned nonresident fees for using Siouxland Libraries. Ken McFarland, County Commission Administrator, will write a letter to the Dell Rapids resident explaining the separate tax districts for library service.
10. Adjournment. The meeting was adjourned at 5:42.

Respectfully submitted,

  
Joan Reddy  
Library Staff

  
Mary Johns  
Board Secretary

3-14-12  
Date Approved