



Approved 11/7/12

**Siouxland Libraries**  
*Main Library*

*Lifelong Learning, Recreation and Information*  
*www.siouxlandlib.org*

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

## **MINUTES OF BOARD OF TRUSTEES MEETING**

### **Siouxland Libraries**

Hartford Branch Library

Wednesday, September 19, 2012

1. Roll Call and declaration of quorum. The meeting was called to order at 4:34PM by Raap. Present: Tim Gebhart, Cindy Heiberger, Dee Dee Raap, Kim Regnier, Joel Rosenthal, and Mary Johns. Quinn Stein arrived at 4:40. Heiberger departed at 5:50. Staff present: Jodi Fick, Joan Reddy, and Hartford Branch staff: JoAnn Miles and Beth Prostrollo, and Danann Kistle, West Central High School librarian, and Liz Squyer from Architecture Incorporated.
2. Motion to adopt the agenda by Rosenthal and seconded by Regnier. Motion carried.
3. Motion to approve the minutes of the July 11 regular meeting by Rosenthal and second by Gebhart. Motion by Rosenthal and second by Gebhart to amend the July 11 minutes to reflect that the change in the Rules of Conduct was brought to the Board at the request of the City Attorney. The Rules were changed to reflect what is legal and in the Mayor's Executive Order. Motion to approve the amendment carried. Motion to approve the minutes carried.
4. Review of Financial and Statistical reports. Johns stated that 67% of the year has passed and we are comfortably within budget limits at 62% of the budget spent. The Library will reach two million items circulated this year. Staff will examine the Budget report and make changes to reflect the reports needed for the state, etc. The report will change in the next several months.
5. Library Director and Staff Reports. Johns stated that the budget passed on September 11. Essentially the same budget presentation was given to the City Council and the County Commission. The budget process went very well and the budget analysts provided very helpful assistance. Johns just approved the publication of the RFP for the RFID and automated materials handling project. The move to a new vendor for selection, cataloging and processing is going well. Summer Reading Club was a success this year with teen participation and children's program attendance seeing an increase. Some of the changes in children's late fees have been implemented. Staff members have gone to school open houses and Touch a Truck night to promote services and issue library cards. The Library had a book fair at Barnes & Noble. Books & Bikes and the Book Walk were new programs offered this summer in conjunction with Downtown Sioux Falls. South Dakota Library Association annual conference is October 3-5 in Huron. Several staff will be attending; and 16 staff members will receive the voluntary certification. International Talk Like a Pirate Day was fun and helped promote a language learning database, Mango. The South Dakota Festival of Books will be happening September 26-29; DeeDee Raap is on the program and several programs will be hosted at the Main Library.
6. Other Business. Gebhart moved to approve the adoption of final library budget in accordance with the Mayor's approved 2013 budget. Rosenthal seconded. Discussion followed. There was a request for a special meeting with representatives from City Attorney and Finance Director and County Administrator. Rosenthal withdrew his second. Motion died for lack of a second.

7. Public Input. No members of the public were present.
8. Unfinished Business
  - a. Prairie West Update. Liz Squyer from Architecture Inc. gave a presentation on the construction progress at Prairie West. She showed: aerial drawing, site plan, floor plan, exterior renderings, and current construction photos. Construction is going well and the building should be enclosed within a couple of months.
  - b. Bylaws Review Committee report. Gebhart gave an update from the bylaws committee. Draft bylaws were sent to the committee for review. Some points to consider further are ex officio membership and quorum. A bylaws draft will be sent to the Library Board ahead of time to allow time for reading. The bylaws revisions will be presented at one meeting and acted upon at a following meeting.
9. The Holidays and Library Closures Calendar for 2013 was presented. Motion by Rosenthal and second by Stein to adopt. Motion carried.
10. Other Business
  - a. Potential Board membership in United for Libraries. Gebhart shared information about the organization United for Libraries. The cost for a board membership is \$125 per year. Rosenthal asked that this be placed on the agenda for next month.
  - b. Creating process for regular library policy review. Johns stated that staff are reviewing policies and will bring recommendations to the Board.
11. Adjournment. Motion by Regnier and second by Stein to adjourn. The meeting was adjourned at 6:03. PM.

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Joan Reddy  
Library Staff

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Date Approved

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Mary Johns  
Board Secretary