

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Downtown Library

Wednesday, September 11, 2019 – 4:30 p.m.

1. Roll Call and declaration of quorum. The meeting was called to order at 4:34 PM by Jean Beddow. Members present: Jean Beddow, Alexandra Hartzler, Lorie Hogstad, Anne Land, Joel Rosenthal, County Commissioner Cindy Heiberger and Library Director Jodi Fick. Staff present: Monique Christensen, Krystal Pederson, Jenna Neugebauer
2. Adoption of the agenda. Motion by Hartzler and second by Hogstad to adopt the agenda. Motion carried.
3. Motion by Rosenthal and second by Beddow to approve the minutes of the July 11, 2019 meeting. Motion carried.
4. Review of financial and statistical reports. 67% of the year is completed with 64% of the budget expended. If you compare to the last report, a number of areas now have significant money spent. One area is technology. Many of our IT needs are paid through a revolving fund and the transfer of money to the revolving fund has taken place. Program support expended a large amount for paying summer reading tutors. 704 children received tutoring. This year showed a much higher percentage of students made it to either all sessions at least half of the sessions. In Capital, a bid for the new Bookmobile was accepted. It is higher than budgeted with a larger truck that will be more efficient and flexible. There is savings in three other projects which will fund the shortfall in the bookmobile line. For statistics we continue to see a decline in circulation. This is often the case when the economy is good. Library card users and digital use continues to maintain or increase. There was a short discussion on how we can reach people who are not using the library. Krystal shared a change in school schedules at the Sioux Falls School District: school library visits will receive the same amount of time as other specials such as gym, music and art. A suggestion was made to partner in a more significant way. We currently partner with the Brandon schools for Summer Reading Program with strong superintendent support. We will be meeting with Dr. Ann Smith with the Sioux Falls School District to see how we can partner next summer.
5. Library Director and staff reports. Budget follow up – 2020 budget presentation was informative. One city councilor asked for us to be open on Martin Luther King Jr Day. Park and Recreation will open the community centers on federal holidays when schools are open. This is an appropriate solution as they already have a relationship with the school. Fick shared information about Peakon, a tool to measure employee engagement based on the research that shows that engaged employees are better employees. This will help managers get more feedback on specific drivers and we will be able to focus on areas that need work. Staff are our most valuable resource. Peakon began with a pilot in January with three departments. Each department receives a score. The City's goal is to attain a Peakon score of 8.5 or higher. The pilot was 7.7. Second group of departments includes the library. Our overall score is 8.1 after one survey of staff. Our areas of strength are: Meaningful work, Strategy and Reward. Our areas to work on are: Flexibility, Recognition and Environment. Storm update –Trees down and roof damage at Caille. Oak View is not water tight so

we had roof leaks and minor tree damage. Staffing update – Beth Berg was promoted from Downtown Library Associate to Librarian – Collection and Cataloging. Karen Scarborough, Caille Library Associate, is retiring October 18. Garretson was closed for a week in August for street and sidewalk work on both sides of the branch. Oak View will close for up to 2 weeks for carpet replacement in October.

Library Program Policy – Monique explained what a Library Program Policy is and why the library needs one. This document will help us guide the programmers as we plan programs, it will be a resource for people who want to present or suggest programs, and it will define the process that customers can use if they object to a program. Library staff, led by Monique, will draft a Library Program policy, and bring it to the library board for review, adjustments, and final approval.

Early Literacy BHAG (Big Hairy Audacious Goal)– Jenna shared a presentation on the reason behind our BHAG, current status, and where we are headed. Some of the main reasons are: 90% of brain development happens between birth and age 5. There is a 30-million-word gap between those who have access to early learning resources and those who do not. 32% of kindergartners in Sioux Falls are not school ready. Our goals include: intentional literacy planning, sharing the why in storytimes, bookmobile expanding, looking at the community-what do they need, finding the school district gaps, making the website a central resource – make us experts by sharing knowledge through the early literacy newsletter, a marketing campaign. We’re planning daycare trainings with Sanford Spectacular Saturdays. For Kindergarten readiness we’ll look at partnerships to learning. The BHAG action committee meets and puts together proposals twice a month.?

6. Public Input. (There was no public input.)
7. Unfinished Business.
Adoption of Revised By-Laws - Motion by Hartzler and second by Hogstad to adopt the by-laws motion. Carried by unanimous vote.
8. New Business.
9. Other.
10. The next regular meeting will be on Wednesday, November 13, 2019 at 4:30 PM at the Prairie West Branch.
11. Adjournment. The meeting was adjourned at 5:38 P.M.



Monique Christensen
Library Staff

November 13, 2019

Date Approved



Jodi Fick
Board Secretary