

**MINUTES OF BOARD OF TRUSTEES MEETING**

**Siouxland Libraries**

Downtown Library

Wednesday, January 8, 2020 – 4:30 p.m.

1. Roll Call and declaration of quorum. The meeting was called to order at 4:30 PM by Jean Beddow. Members present: Jean Beddow, Alexandra Hartzler, Lorie Hogstad, Anne Land, Joel Rosenthal, and Library Director Jodi Fick.  
Members absent: County Commissioner Cindy Heiberger  
Staff present: Beth Berg, Dan Neeves and Krystal Pederson
2. Adoption of the agenda. Motion by Hogstad and second by Rosenthal to adopt the agenda. Motion carried.
3. Motion by Hogstad and second by Hartzler to approve the minutes of the November, 2019 meeting. Motion carried.
4. Review of financial and statistical reports. Financial Report: The preliminary budget report for 2019 shows 95.5% of the budget used. The majority of projects were completed. RBdigital e-content integration will be done in 2020. In the operating budget, the Collections budget was over with additional expenses for online materials including Hoopla and RBdigital. In facilities, two parking lot projects were not completed because of weather. In Operations & Personnel, all full-time positions are filled; some part-time positions are currently open. Program Support includes the Reading Bridge tutoring program, Family Place, and all programming. In the Capital budget, the Prairie West fiber project and Downtown AV equipment project were completed. Projects that are not completed will roll-over into 2020. Hartzler asked if money was no object, what are the library's priorities? Fick replied, Personnel, then Collections, then Space. Rosenthal asked about the impact of technology on libraries in the future – in collections is the shift to electronic or print? Fick and staff replied eBooks are being used more by older generations. Youth continue to use the print collection. Audiobooks are also becoming important. 18-24 is the age group that is coming as being high users of eAudio books. Moving into an age where eAudio is considered on an equal weight with print as "reading." RBdigital was the right move to help meet users. However, books are not going away. In the longer term, Rosenthal encouraged Fick to consider the impact of screens and digital content. Fick shared information on the impact of streaming video. Use of the DVD collection has dropped: a snapshot of a day in December – 3500 DVDs checked out in 2018 vs 2500 checked out in 2019.  
The Statistical Report was reviewed. The following observations were shared. The number of active cardholders is at the highest ever at 103,840. With circulation numbers decreasing, Land asked about program numbers. 2019 had a decline in overall attendance, as well as a decrease in programs offered. Programs with low attendance, but high preparation time and costs were dropped this year.
5. Library Director and staff reports:  
Fick reviewed the 90 day goals of the Senior Leadership team.
  1. Complete and execute marketing plan for RBdigital Unlimited – Pederson

2. Develop plan for the Digital Library initiative BHAG – Pederson
3. Complete phase 2 of the staff development plan Core problem – Neeves
4. Complete the staffing plan for System Support and the Downtown Library – Fick

The 2021 Budget Process has begun. Senior Leadership is working on a 3-year staffing plan due in January; Requests for Results proposals are due in February; 5-year Capital Plan is due in March. Staffing update: two full-time Library Associates were hired for the Downtown Library – Jayde Gauer and Allison Kantack.

Facilities update: Created a librarian's office at Crooks by installing a glass wall. From Peakon, feedback demonstrated a need for a private space for staff and the supervisor. Purchased new tables for the children's computers at Ronning and Garretson. Replaced public seating at the Downtown library.

Programming: Winter reading is going strong. OneBook Siouland title will be announced on Tuesday, January 28 on Social Media. Developing a strong line-up of programs to support the book discussions.

Staff reports:

RBdigital Unlimited - Berg shared a presentation on trends in audiobooks. 20% of adults listen to audio books, and projections estimate that the eAudio market will grow by 25% in 2020. RBdigital Unlimited tripled our overall audiobook collection. 32,000 unlimited titles offer simultaneous use without holds. Publishers Tantor, High Bridge, Gildan Media, Christian Audio and Recorded Books (6 months and older) are all included. Berg and Pederson shared the marketing plan – including phase 1 to reach existing users, and phase 2 – targeting users identified by the PEW research study as high consumers of eAudio content. Berg then demonstrated how to use the app.

6. Public Input. (There was no public input.)
7. Unfinished Business. (There was no unfinished business.)
8. New Business.
  1. Motion by Rosenthal, seconded by Hartzler to approve the Library Program Policy with an effective date of February 2, 2020.
9. Other.

Hogstad commented on recent recognition of Jean for Toys for Tots and Allie as one of the Argus Leader's Top 10 people to watch.
10. The next regular meeting will be on Wednesday, March 11 at 4:30 PM at the Oak View Library.
11. Adjournment. The meeting was adjourned at 5:47 P.M.

  
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Krystal Pederson  
Library Staff

3/11/2020  
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Date Approved

  
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Jodi Fick  
Board Secretary