Parkston Public Library Board Minutes

October 3rd, 2022, 7PM

**Members Present** Diane Braley, Mary Sue Thury, Kay Akre, Missy Stork, Lyle Weekly and Carroline Kniffen. Absent is Charlene Neugebauer.

**Others Present** None

**Call to Order/Roll call** Thury called meeting to order at 7:00 P.M. CDT. Members present provided a quorum for the meeting.

**Adoption of Agenda** A MOTION made by Akre and seconded by Stork to adopt agenda. Motion carried with present saying Aye.

**Approval of Past Minutes** A MOTION made by Stork and seconded by Braley to approve the July 11th, 2022, minutes. Motion carried all present voting Aye.

**Financial Report** A MOTION made by Akre and seconded by Stork to approve financial reports. MOTION carried with all present stating Aye. See attachment A.

**Open Forum**- No one present. Open forum to 3 minutes per person and a Max of 5 minutes.

**Directors Report**

* **Hosted Huron Public library teen group.** Had scavenger hunt in community and pizza in park. Annual event Huron Public does with their Teen Group.
* **Finished up Summer Reading Program.** Successful this year with kids’ reading 44,700 minutes.
* **Fall programing** has low attendance but it is steady. Doing something every Monday at 4 p.m. Legos, board games, Legos then Science with Jenaya.
* **Amazon is closing all open business account effective January 2023.**  April Stage and I are working to see if we can come up with another payment option with 45-60 day pay schedule.
* **Grants/ Funding-** SDLA gave me several option for new funding with grants. Also, several free things the government offers.
* **Completed inventory for 2022** unseen we have 8 books. Of the 8 we have 2 books we do not know whereabouts of.
* **Advised Council I struggle to focus at times.**

**Old Business**

* **Summer Reading Program.** 91 **k**ids are signed up. Summer reading survey [22 summer reading survey](file:///C%3A%5CUsers%5CHDC%20Customer%5CDownloads%5CStorytime%5C22%20Summer%20Reading%20survey.pdf)
* **School Auction.** Purchased 2 book carts $70, box of electronic steam kits $25, metal file cabinet $5.
* **Seed Library.** Jenna is getting seeds prepared to be collected and turned in, she will sort them this winter. Did drop off a metal box to store seeds in for now.
* **Fun Monday.** 1st Legos, 2nd Board Games, 3rd Legos, 4th Science with Jenaya
* **SDLA Grant.** Did apply and receive $400 dollar grant to attend SDLA Grant

**New Business**

* **Book Club Started**. 11 members began September 1st meet 1st Thursday of month in back room
* **SDLA Conference Sep 29-30th** – Located some helpful information. Was informed of new things coming in the State library world. More regional training. New ideas to implement here in future.
* **AWE Computers Donated from Beresford Public Library** AWE programmed children’s computers with learning games. These do not hook up to the internet. They purchased on a grant and can only gift them to like services. Find more info on them at [awe learning.com](https://awelearning.com/quick-facts/)
* **WII U Huron Public Library-** Teens of Huron Public toured our facility on August 10th, with 15 teens, having a great time. They would like to donate a complete WII U game system to us, minus any games. Used game run $20- $.25 if you can find them. Motion made by Thury and seconded by Akre to turn down gift of the Wii U system. Motioned passed by all present stating Aye.
* **Trunk or Treat-** Have items purchased. This is on Halloween, Main Street from 5 to 6 p.m.
* **Digital Newspapers-** papers are begging for us to sign up. Discussed how many requests for papers we have had and what we would have access to. Motion By Thury, seconded by Braley, to not purchase either digital subscription. Motion carried by all present stating Aye.
* **2023 Budget –** Council has increased my proposal, around salaries, made some changes. Has went through 2nd reading.
* **2023 Library Board.** I have gotten verbal commitments from both potential members to serve on the board. T. Maeschen and B. Bialas. Akre and Stork are going off this year, due to term limits. Braley has agreed to stay on one more 1 yr. term.
* **Policy Review had none this month but will bring more for next meeting.**
* **Communication from City Council-** City is working on raising salaries and working on more benefits for staff.
* **Personnel – Nothing to talk about.**
* **Next meeting January 9th, 2023**
* **Meeting was adjourned at 8:45 p.m. by Akre and Stork thanking us for letting them serve on the committee.**

**Attachment A Quarterly Expense sheet for3rd quarter**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **Quarterly Expense sheet 2022** |  |  |  |
| Checking ACCT | **April** | **May** | **June** | **July** | **August** | **September** |
| Beginning Checking Balance | 7786.1 | 8006.61 | 8225.85 | 8490.8 | 8658.44 | 8833.2 |
| Expenditures |  |  |  |  |  |  |
| Reimbursement for lost book |  | 4 |  |  | 8 |  |
| Postage | 10.89 | 9.06 | 16.51 | 13.31 | 22.44 | 7.9 |
| Dollar General SRP Prizes |  |  |  | 121.45 |  |  |
| Target |  |  |  |  | 51.07 |  |
| Transfer from Donation Acct |  |  |  |  | 121.45 |  |
| Deposits | 231.4 | 232.3 | 281.46 | 302.45 | 378.65 | 337.6 |
| Ending Check Balance | 8006.61 | 8225.85 | 8490.8 | 8658.44 | 8833.2 | 9162.9 |
|   |   |  |  |  |  |  |
| Donation Acct | **April** | **May** | **June** | **July** | **August** | **September** |
| Beginning Donation Balance | 7129.36 | 7055.19 | 62296.21 | 6348.13 | 5910.8 | 5993.42 |
| Expenditures | 124.29 | 759.47 | 73.6 | 437.85 | 147.2 | 121.45 |
| Lookout Books (DWF |  |  |  |  |  |  |
| PFC Crafts (HC) |  |  |  |  |  |  |
| Hobby Lobby |  | 19.08 |  |  |  |  |
| Dollar general |  | 158.47 | 41.65 | 124.45 | 82.2 |  |
| Jen Leischner Sugar Shack |  |  |  |  | 65 |  |
| Learning Opportunities |  | 581.92 |  |  |  |  |
| Parkston Drug/Vietnam |  |  | 31.95 |  |  |  |
| Transfer to Checking |  |  |  | 121.45 |  | 121.45 |
| Parkston School Auction |  |  |  | 106.5 |  |  |
| Parkston Advance |  |  |  |  |  |  |
| Deposits. | 50.12 | 0.49 | 125.52 | 0.52 | 229.82 | 26.48 |
| Maxwell Don. 500 |  |  |  |  |  |  |
| Giving Hope Inc. 1000 |  |  |  |  |  |  |
| Hutchinson Co Donation SRP |  |  |  |  |  |  |
| Pictorial Directories |  |  | 125 |  |  |  |
| Deposit from Checking |  |  |  |  | 121.45 |  |
| Verna Kay Bormann |  |  |  |  | 100 |  |
| Dollar general |  |  |  |  | 7.6 |  |
| Donna Schaefers |  |  |  |  |  | 25 |
| Interest Dept. | 0.12 | 0.49 | 0.52 | 0.52 | 0.77 | 1.48 |
| Ending Donation Balance | 7,055.19 | 6,296.21 | 6,348.13 | 5910.8 | 5993.42 | 5898.45 |
| Interest rate  | 0.20% | 0.10% | 0.10% | 0.10% | 0.30% | 0.30% |
|  |  |  |  |  |  |  |
| **note: 121.45 was one expense. Then transferred money to cover it and missed transfer.** |  |  |  |  |  |  |
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