**Parkston Public Library Board**

**Minutes**

**April 10th, 2023**

**7PM Library Back Room**

**Roll Call** Charlene Neugebauer, Diane Braley, Rebecca Bialas, Tammy Maeschen, Carroline Kniffen, Mary Sue Thury, was present.

Tammy Maeschen, president called the meeting to order at 7:00PM

**Approval of Agenda –** Neugebauer made motion to approve agenda. Seconded by Thury. Motion carried with all present stating Aye.

**Approval of Past Minutes –** Motion made by Bialas, seconded by Thury to approve Past minutes. Motion carried with all present stating Aye.

**Approval of Financial Report –** After financial reports were presented and discussed a motion was made by Braley and seconded by Neugebauer to accept reports. Motion carried with

all members present stating Aye.

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| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | Yearend | Expense | Sheet | 2023 |  |
| **Checking Acct** | **January** | **February** | **March** | **April** | **May** | **June** | **totals** |
|  |  |  |  |  |  |  |  |
| **Begin Balance** | **9851.37** | **10012.7** | **10204.85** | **10441.9** |  |  |  |
| Expenditures | 42.99 | 4.13 | 71.93 |  |  |  |  |
| Dollar General |  |  | 20.1 |  |  |  |  |
| R. Weber |  |  | 15 |  |  |  |  |
| Transfer to Donation |  |  |  |  |  |  |  |
| Postage | 42.99 | 4.13 | 36.83 |  |  |  |  |
| Deposits | 204.3 | 196.3 | 309.01 |  |  |  |  |
| **Ending Balance** | **10012.7** | **10204.85** | **10441.93** |  |  |  |  |
|  |  |  |  |  |  |  |  |

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**Open Forum-** No one present for open forum.

**Directors Report Director –** Seems like this year I have been busy finding and writing grants to help improve the library. Will visit about the 5 grants later.

* Also worked on the 2022 yearend Report. Been submitted but not finalized as of last time I looked.
* Book club is going strong having most club members reading outside of their comfort level.
* Preschool story time is always got 2 to 4 kids and at times as high as 8.
* Monday activities are around 4 to 6 unless the daycare comes then we have an extra 6-10 kids depending on how many staff bring them.
* Toy totes continue to do well. We are up to 45-50 totes a month now. Started out with 25. Still go exchange once a month. Pair this with the monthly library meeting. I also line up appointments of personal nature on that day.
* Also setting up the Summer Reading program. Will ask advice of that later in meeting.
* The state is implementing more Regional training session instead of 2-day training in east or west or Pierre. Mine would be in Mitchell. Was postponed due to the weather on Thursday this week.

**Old Business**

**Grants**

Stephanie Miller Davis **–** Iwas not awarded this.

**Giving Hope Inc. –** awards first week in May

Dollar General **–** I was not awarded this.

**ALA Accessible Grant** awards around May 10th

**Casey’s Inc. Literary Grant awarded 50 cookies.**

**Summer Reading Program- ALL Together Now!!** Supplies have been purchased. Prizes have been purchased with the collaboration of the local Dollar General Store.Will run reading program from June 1st through July 31st. In person Crafts and To- GO bags will be offered on Mondays at 2:30 Pm starting June 19th, 2023. Dates will be 19th, 26th of June. Then July 10th, 17th, 24, & 31st.

**Back Room Use-** Discussion was held about theback room being used and the service fee we charge. During the initial discussion City Hall was an option for anyone not wanting to pay the service fee. City Hall is not an option anymore. It has too many City meeting using the room. Motion by Thury seconded by Braley to leave our Policy as it stands. Motion carried with all members stating Aye.

**New Business**

**TV/TV Stand-** Used TV was offered to the library for $50.00. it is a 55-inch Smart TV. Used Undesignated Donation funds to purchase a TV stand for $89.99.

**Volunteers-** Discussion on liability issue for volunteers in the library. Whether it is a guest speaking or a volunteer getting life skills. BHSSC employment specialist Coordinator, Lisa Winckler, has asked for assistance. The board stated we need to answer more questions before a decision is made.

**Policy Review-**

**Back-room Policy –** voted to leave as it is currently.

**Friends of Library –** Discussion for re-instating the Friends of Library. A non- profit group to enhance the library financially and bridge communication between the Community with the library. The motion was made by Bialas and seconded by Neugebauer, to allow director to pursue establishing this organization again. Motion carried by all members present stating Aye.

**Communication from City Council –** Tomorrow is the mayor election so please vote.

We are trying to get city hall staffed.

**Personnel-** Lyle struggling with communication or lack of it pertaining to issues coming up in City Hall. A lot of just misunderstanding.

* **Lyle** will be taking vacation from April 27th through May 6th, 2023.

**Next Meeting –** July 10th, 2023

**Adjourn-** Motion by Thury seconded by Braley to adjourn. All present stating Aye.