**Parkston Public Library Board Minutes**

**January 6th 20025**

**Board Meeting**

**7 PM Back-Room Library**

**Roll Call-** Tammy Maeschen, Carroline Kniffen, Kristine Malloy, Rebecca Bialas, Nicole Ehlers, Leisa Tiede.

**Approval of the current agenda**- Malloy made the motion to approve, seconded by Tiede. Motion carried by all stating Aye.

**Approval Of October 7th Board Minutes**- Motion by Bialas, seconded by Ehlers. Motion carried with all stating Aye.

**Approval of December 11th Board Minutes**- Motion by Bialas, seconded by Malloy. Motion carried with all stating Aye.

**Welcome new Library Board members-** Nicole Ehlers two-year term, and Leisa Tiede 3-year term.

**Financial Reports-** During the Report Discussion it was brought to our attention that the total amounts did not match the amounts in the columns. After some discussion and figuring, a motion was made by Ehlers and seconded by Tiede to table the approval of the financial Report so the figures could be double-checked. Motion carried by All stating Aye. Kniffen stated she would show Lyle how Excel Formulas could help.

**Open Forum -** No one was present, and no discussion was held.

**Directors Report-** Report that it would be covered in the rest of the agenda.

**Old Business**

**October**

**Two Public Computers-** HDC, have been down and disconnected two of the computers. We have a new service lease in place for 4 computers now.

**Regional training in Mitchell on 10-23** was on Grant Preparation

**Mitchell Safe House Exercise-** This was not held due to a lack of sign-up.

**Trunk or Treat** was successful again this year.

**December**

**Policies on HB1197**- They have been posted on both websites according to State Law.

**Adoption of Full Policy Manual** (Tabled)- Motion by Bialas seconded by Ehlers to bring Policy Manual up for Discussion. It was discussed instead of the approval of the full Policy Manual. We will review three Policies at each meeting.

**Financial Change within the City-** The Library Checking account will be closed. The funds will go to a line item in the General Fund. Specified to be used only for library purchases.The Donation funds will stay under the library's control.

**New Board members to join-** **A discussion** on how to approach the community to join our library Board was held. A list of people to approach was generated.

**New Business**

**Sewing class offered-** Nicole’s Needlework and the library will be offering a sewing beginners class to the Public on February 8th hoping for 10 people.

**The State Library Year-end report** is due by the end of February and will begin on that immediately.

**Legislative day- The** State Library is preparing for this legislative day in Pierre. The budget cuts will affect all libraries and patrons. State lobbyists are preparing for more bills censoring books.

**Summer Reading Program 2025 is Color Our World-** we are preparing now with training coming up. It will be online.

**Election of President Vice President-** Bialas made the motion for Maeschen for President. Second, by Malloy. Motion carried with all stating Aye. Bialas made a motion for Malloy for Vice-President. Seconded by Ehlers. Motion carried with all stating Aye.

**Communication from City Council-** Watch the Budget closely this year. Utilize the Donation account. Was given to enhance the Library. All Councilman, and Mayor, except Carroline, are up for election. **Personnel-** Lyle is on vacation from March 5th through March 16th. Discussed how to cover hours of library and keep staff at 19 hrs. each. pointed out utilizing our survey, when the library is busiest. Be open those hours and close after the 19th hours per staff are completed. Volunteers can be used after training.

Communicate with the public ahead of time.

**The next meeting Date is April 7th, 2025.**

**Adjourn-** Motion made by Malloy, seconded by Maeschen, to adjourn. Motion carried by all stating Aye.