

DRAFT MINUTES

*** Due to COVID-19 this meeting was held via a Zoom teleconference. The link to access the online meeting, as well as a dial-in phone number option, were included on the posted agenda. ***

ROLL CALL: Katy Beem (arrived 12.19), Travis Letellier (left 12.33), Alexis Oskolkoff, Greg Redlin, Gabrielle Strouse (arrived 12.05)

ABSENT: Eric Young

OTHERS PRESENT: Daniel Burniston (Library Director, Secretary)

On a motion by Redlin, seconded by Oskolkoff, the minutes of the February 19, 2021 meeting were approved. All present voted aye.

On a motion by Oskolkoff, seconded by Redlin, the agenda was adopted with no changes. All present voted aye.

There were no visitors to be heard.

On a motion by Redlin, seconded by Oskolkoff, the reports of the Director were accepted, and the expenditures approved. All present voted aye.

REPORTS:

Foundation – The Library Foundation is planning to hold its annual meeting this spring. The Library Director has also been talking with the Library Foundation about an additional 2021 project to update the Kozak Room technology set up to allow for Zoom and hybrid meetings.

Friends – The Friends mailed out membership renewals and have been collecting responses as they are returned. There are no scheduled book sales currently due to COVID-19.

OLD BUSINESS:

COVID-19 Operational Review – The Library Director provided a summary of the current state and county COVID-19 situation. The status of other comparable South Dakota Libraries was reviewed. Board members discussed the situation including the latest news and guidance, and Clay County's vaccination progress.

The number of active cases in the state and county decreased in the early Spring and has now leveled out. The numbers dropped as low as 29 active cases in Clay County, and in recent weeks have been holding in the 35-45 range. Sanford Health has been working on completing vaccinations of group 1D of the State vaccination plan. Group 1E is planned to start on 3/22. Walmart and Hy-Vee are also now available as vaccination locations. City employees are included in Group 1E of the state's plan. Cases at both USD and the Vermillion School District have continued to remain low.

The library resumed regular Saturday hours on February 6th and a full regular schedule on February 22nd. The Volunteer Income Tax Assistance program has been using the Kozak Room at scheduled times to offer one-on-one tax filing assistance since February 20th. Some Library staff have received their vaccination this Spring, but most are still waiting.

Concerns continue about the growth in a variety of new and more contagious strains of the virus. It continues to be difficult to tell whether vaccinations will be distributed fast enough to keep case numbers low and whether the vaccine will remain effective against new strains. There continues to be worries about the ramifications of loosening safety precautions too soon and the potential impact on public health and safety. It looks too early to remove safety protocols on group activities such as in-person meetings, programs, and youth and children's play areas. Options were discussed regarding opening a limited amount of seating such as 1-2 seats at study tables that can be spaced out. Casual lounge seating, that would potentially encourage longer stays and less essential activities, would remain unavailable initially.

On a motion by Redlin, second by Oskolkoff, the updated COVID-19 operations plan was approved to allow for limited seating. The motion was amended to include a start date of April 5th, provided there was no spike in active case numbers. The motion included latitude for the director to continue to monitor the situation and to add/remove seating as necessary based on the ongoing COVID-19 situation. All present voted aye.

NEW BUSINESS:

Annual Letter from the State Librarian - The Library Director shared the annual letter from the South Dakota State Librarian, along with the accompanying 2020 South Dakota Data Digest publication.

May Annual Meeting – The Library Director reminded board members that May is considered the annual meeting at which officers for the current year are elected. A change in officers would necessitate updating the authorized signors on the library's bank accounts. Also, April is the last meeting for any board members whose terms are expiring. 2021 is the end of Katy Beem's first 3-year term on the board. The City will post an expression of interest form during April and the City Council will make an appointment at the first Council meeting in May. Katy is eligible for up to two more three-year terms before having to take 1-year off the board. To be considered for reappointment, an expression of interest form would need to be submitted.

Annual Review of Vermillion Public Library Bylaws – The Library's current Bylaws were adopted in August 1987 and revised in November 2016, March 2018, and May 2019. The Bylaws are normally reviewed annually. No concerns about the Bylaws have been expressed to the Library Director since the last revision. The Library Director did not have any revisions to recommend. On a motion Redlin, seconded by Oskolkoff, it was acknowledged that the Bylaws were reviewed, and no changes were made. All present voted aye.

FY2021 Budget Discussion – The Library Director reviewed the City of Vermillion Annual budget process. In May, the Library prepares and submits a budget request to the City administration. The Library Director requested any comments or input from board members to be shared with the Library Director to aid in preparation of a draft proposed budget.

The next meeting is scheduled for Friday, April 16th, 2021 at noon.

On a motion by Redlin, seconded by Oskolkoff, the meeting was adjourned at 12.52 pm.

Respectfully submitted,

Daniel Burniston
Library Director