

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, Travis Letellier, Alexis Oskolkoff (arrived 12.05), Gabrielle Strouse

ABSENT: Greg Redlin, Eric Young

OTHERS PRESENT: Daniel Burniston (Library Director, Secretary)

On a motion by Letellier, seconded by Beem, the minutes of the March 19, 2021 meeting were approved. All present voted aye.

On a motion by Letellier, seconded by Beem, a revised agenda was adopted with item 7b postponed until May due to the board member who requested the discussion being unable to attend the meeting. All present voted aye.

There were no visitors to be heard.

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

REPORTS:

Foundation – A date for the annual Library Foundation meeting is pending. A grant proposal for the South Dakota Arts Council program Residencies for Recovery was drafted by local community artist Sandra Mollman. The grant would provide \$7,225 for a community-based art project in collaboration with the library as the community organization. Travis Letellier agreed to serve as the City representative for the application, and the grant was submitted under the Vermillion Public Library Foundation due to their 501c3 status.

The State Library Plans to offer technology reimbursement grants ranging from \$5,000 up to \$100,000 using American Rescue Act funds allocated to them by the ILMS. We are investigating the possibility of updating the Kozak Room meeting technology at an estimated cost of \$30,000. We are currently waiting on more information about the application process and eligible expenses from the State Library who tentatively anticipates accepting the first round of applications on May 10th. We are keeping in communication with the Foundation about the project to best determine what proposed expenses/project to submit for reimbursement via the grant.

Friends – The Friends collected the last of the membership renewals we had received at the library. Youth Services Librarian Amanda has been receiving summer reading donation updates from the Friends. The Friends group report that almost all of them have been fully vaccinated now. They are discussing having some volunteers come into the library to begin sorting for a book sale. They are considering possibly a June sale, and/or something in July/August when they have normally been closed in previous years.

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, rose a little, and in recent weeks began to drop again. Vaccines are now available to all South Dakota residents 16 and over as of April 5th. 51% of the state population has received at least one dose of the vaccine. USD reports 9 active cases and USD classes end on 4/30. The school district reported one in-school and one remote case last week. Parks and Recreation are planning for in-person summer activities, including having the pool open. Activities will include mask requirements and possible capacity limits.

On April 5th, the library started offering limited seating and removed the 30-minute recommended visit limit. Library staff have been receiving their shots and by early May all staff will have had the opportunity to receive both shots. We received comments from community members asking when meeting rooms will open again.

Youth Services Librarian Amanda Raiche outlined plans for summer reading activities that include in-person programming. Masks continue to be required as per the policy put in place by City Council. Some activities may have capacity limits or be moved outdoors as needed. Amanda has been talking with the school district about using one of the school gyms for the Monday presenters to have a bigger space to accommodate any social distancing needs more easily.

Updated information from the CDC and other health agencies indicates that surface transmission is very unlikely and that quarantining books is not necessary. The guidance also notes that cleaning once a day is usually sufficient.

The Library board discussed opening meeting rooms to groups of 10 or less starting May 3rd and resuming most regular operations starting June 5th. Enhanced cleaning, required masks, social distancing, and plexiglass barriers will continue to remain in place.

On a motion by Oskolkoff, second by Strouse, the updated COVID-19 operations plan was approved to allow for phase 6 starting May 3rd and phase 7 starting June 7th. All present voted aye.

May Annual Meeting – The Library Director reminded board members that April is the last meeting for board members with expiring terms. Katy Beem’s first term expires this year, and she has submitted an expression of interest form to be reappointed. The City will accept applications through April 29th and will make an appointment at the May 3rd Council Meeting. May is also considered the annual meeting and offices for the current year will need to be elected at the start of the meeting. A change in offices would necessitate updating the authorized signors on the library’s bank accounts.

NEW BUSINESS:

FY2021 Budget Discussion – The Library Director provided an overview regarding the FY2021 revised and FY2022 budget proposal and process. Any input or comments from board members was requested to assist in preparing this year’s proposal. A summary of anticipated changes to expenses for 2021 was presented.

The next meeting is scheduled for Friday, May 21st, 2021 at noon.

On a motion by Beem, seconded by Oskolkoff, the meeting was adjourned at 1.05 pm.

Respectfully submitted,

Daniel Burniston
Library Director