

EDITH B. SIEGRIST VERMILLION PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY MEETING

May 21, 2021
12:00 PM
Small Conference Room

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, Gabrielle Strouse, Eric Young

ABSENT: Greg Redlin

OTHERS PRESENT: Daniel Burniston (Library Director, Secretary)

On a motion by Oskolkoff, seconded by Young, the minutes of the April 16, 2021 meeting were approved. All present voted aye.

On a motion by Oskolkoff, seconded by Beem, the agenda was adopted. All present voted aye.

There were no visitors to be heard.

On a motion by Strouse, seconded by Young, the reports of the Director were approved. All present voted aye.

REPORTS:

Foundation – The Library Director shared the 2021 Vermillion Public Library Foundation Report and the annual project wish list. The Library Foundation met on Thursday, May 13th, 2021. The Foundation discussed and approved projects estimated at \$24,000 including newspaper digitization, five new wireless access points, three additional mobile whiteboards, a replacement network switch, and a technology table.

The South Dakota State Library will be receiving almost 2.2 million dollars in American Rescue Act stimulus funds. The majority of this will be used to offer grants to South Dakota Libraries that align with their 5-year LSTA plan, including technology equipment. We submitted a proposal for \$30,000 to cover the costs of upgrading the meeting room technology in the Kozak Room. Improvements would include two larger displays, a sound system including ceiling and wireless microphones. The Library Foundation has agreed to cover the cost of the computer purchase, a 3-year support agreement, and any additional costs not covered by the grant. The total estimated project cost is \$38,000.

Friends – The Friends of the Library are planning to hold used book sales on June 11 & 12 and July 9 & 10. The Friends will be making their annual donation of approximately \$3,700 towards summer reading program expenses.

Public Relations and Programming Specialist – The Library Director reported that Rachelle Langdon turned in her resignation as of July 3rd, 2021 as she will be relocating to New England. We are very appreciative of the extended notice she was able to give us. The position description was reviewed and updated. The position has been posted and advertised in the hopes of possibly having a week or two overlap to assist with training. The

Library Director noted the library was fortunate to be able to have Rachelle as long as we did. She has done a wonderful job, and her website, social media, and marketing skills have been especially valuable and beneficial.

OLD BUSINESS:

May Annual Meeting – The Library Director reported that at the May 3rd, 2021 City Council meeting Katy Beem was appointed to a second three-year term on the Library Board. The Library Board discussed officers of the board for the 2021 term. On a motion by Strouse, seconded by Beem, Alexis Oskolkoff was elected President and Eric Young as Vice President. The motion also included approval to make Alexis Oskolkoff, Eric Young and Daniel Burniston authorized signors on the Library's Bank accounts effective May 21, 2021. All Present voted aye.

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.

Active case numbers in both the State and County have continued a downward trend. Covid-19 vaccines were made available to those age twelve and up recently. The number of South Dakota residents who have received at least their first dose is in the 50-60% range and is increasing slowly. USD classes are now over, and many students have or are in the process of leaving Vermillion for the summer. The Vermillion School District reported one positive case last week.

The CDC released new relaxed guidelines and information regarding safe activities for fully vaccinated persons. Considering this, USD changed its face-covering required policy to be optional. The Vermillion School District also allowed their Back-to-School Plan to expire and are no longer requiring face coverings. At the May 17th City Council meeting, the face-covering resolution, ordinance, and city-building policy were all rescinded. City Council provided guidance that department heads could make policies based on the needs of their specific buildings/services, especially for those public-facing and who serve unvaccinated children. Continuing to waive overdue material fines was also discussed pending an investigation into a possible more permanent fine-free policy.

On a motion by Strouse, seconded by Beem, the COVID-19 Operational plan starting June 7th, originally approved in April, was updated to reflect that masks are required for those ages 2-11 and that overdue fines would continue to be waived. All present voted aye.

Fine free discussion – The Library Director reported that in May 2018 the Library Board had an initial discussion about fine free libraries. Since then the topic has come up sporadically in webinars and articles as a growing number of libraries across the county have gone fine-free. The Library Director noted that this normally applies specifically to the daily overdue fees charged for late materials; replacement fees for lost and damaged items normally continue to be charged. Recent research regarding the benefits of fine-free libraries was discussed and board members were supportive of further consideration of going fine-free. Library staff will review options, configuration, and possible policies and will report back at a future board meeting with a proposal for board consideration. This agenda item was informational; no further action was taken at this time.

NEW BUSINESS:

Library Board Meeting Frequency Discussion – Board member Greg Redlin previously requested a discussion about the frequency of library board meetings. South Dakota State Law requires that the board meetings at least once during each quarter (SDCL 14-2-40(5)). The Library Director provided an overview of the meeting frequency of other comparable South Dakota Library Boards, as well as comments from the South Dakota State Librarian. The Library Director noted that meeting quarterly would make meeting accreditation requirements extremely difficult, if not impossible. Beyond that, meeting monthly, 9-10 months a year, or bi-monthly could be considered. Board members proceeded to discuss the topic with some interested in bi-monthly, while others felt that monthly was beneficial to stay informed and engaged with library activities. The discussion was tabled for a later date as board member Greg Redlin was not present.

Tentative City Budget Development Schedule – The Library Director shared the tentative city budget development schedule provided by the city administration. The Library Director will complete the necessary forms based on the March and April discussions, share them with the board in June and submit them to City Administration. This item was informational; no further action was taken.

The next meeting is scheduled for Friday, June 18th, 2021 at noon. Gabrielle Strouse noted that she may be unavailable at the time of the June meeting.

On a motion by Oskolkoff, seconded by Beem, the meeting was adjourned at 1.06 pm.

Respectfully submitted,

Daniel Burniston
Library Director