

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
April 16, 2026
MEETING MINUTES

The Board of Trustees of the Brookings Public Library met on Thursday, April 16, at 12:00 pm in the Historical Room at the Brookings Public Library.

MEMBERS PRESENT: Kathy Miller, Mark Binkley, Denise Hall, Allison Schmitt, and Moriah Flanagan

OTHERS PRESENT: Ashia Gustafson, Shane Andreasen

1. Call to Order

Allison Schmitt called the meeting to order.

2. Approval of Agenda

Allison Schmitt approved the agenda.

3. Approval of Minutes

Allison Schmitt approved the meeting minutes from March 12, 2026.

4. Open Forum

Ashia Gustafson, Mikaela Neubauer, and Jenny Kluck summarized their highlights and learning experiences from the PLA (Public Library Association) conference that took place April 1-3 in Minneapolis.

5. Old Business

6. Other Items & Reports

6.1 Financial Report

Ashia Gustafson presented a review of the 2026 budget through March to the Library Board members.

6.2 Librarian's Report

Programming:

Children: The egg hunt had 504 people attend, which is 140 more than 2025, and over 10,000 eggs were hidden throughout the Library. Science night with SDSU's Natural Science Department had 78 participants. Katherine Eberline will begin school visits to talk about the Summer Reading Program at the end of April.

Teen: Jenny Kluck partnered with Mikaela Neubauer for the Bad Art Program on March 17 which saw 13 people attend. Air dry clay trinket dishes was the workshop Wednesday in March. Four teens attended Graphic Novel club and six teens attended book club.

Adult: The 3rd annual craft swap had over 120 donors, and within the first 10 minutes of the donor preview, 105 people walked through the door. Overall, 260 people attended and \$1,128 was raised via freewill donations, which was split between the Friends of the Library and the Brookings Arts Council. Silent Book Club had 8 people attend. Question, Persuade, Refer (QPR) Training will be offered in partnership with SDSU Extension on Wednesday, April 29 at 6pm. This hour and a half long training provides attendees with a simple three-step system that prepares them to be a source for suicide prevention in their families and communities.

Tech: Staff is looking into the cost and feasibility of changing or updating the printing/scanning/faxing setup for the public copier. Nancy Swenson is talking to Revize, the Library's website host, about the new ADA requirements and how make sure the Library's website meets those requirements.

Other: The Friends of the Library Spring book sale is April 15 – April 19.

Other: The next Friends of the Library meeting on April 21 will include a discussion about distributing the funds from the Spring book sale. A majority of Library Board members expressed interested in attending the meeting so Ashia Gustafson will post a notice of quorum.

Other: Staff training around patron privacy and intellectual freedom occurs April 17. The session will be recorded and Ashia Gustafson will send the Library Board members a link to the video for possible continuing education credits.

Other: National Library Week runs April 19-25 and staff have the opportunity to participate in themed dress up days.

7. New Business

7.1 Approval of Bills

The Library Board members reviewed the March 2026 bills, budgets, and expenditures. Mark Binkley moved for approval. Moriah Flanagan seconded. Motion carried.

7.2 Review of Policies

Ashia Gustafson reviewed the Gift Policy, Loan to Library Agreement, and Historical Collection Policy with the Library Board. Minor grammatical updates were proposed. Denise Hall motioned for approval with updated changes. Kathy Miller seconded. Motion carried.

8. Next Meeting: Thursday, May 14, 2026, at 12:00 PM in the Historical Room of the Brookings Public Library.

10. Adjournment

The Library Board meeting adjourned at 12:48pm.

Respectfully submitted,
Ashia Gustafson
Director of Library Services