

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
March 12, 2026
MEETING MINUTES

The Board of Trustees of the Brookings Public Library met on Thursday, March 12, at 11:45 am in the Historical Room at the Brookings Public Library.

MEMBERS PRESENT: Kathy Miller, Mark Binkley, 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 February 12, 2026.

4. Open Forum

Kathy Miller mentioned that a member of the public informed her the Sioux Falls Public Library discontinued Hoopla service due to high costs. Ashia Gustafson stated that the Brookings Public Library is able to financially sustain the software as long as user statistics remain about the same.

5. Other Items & Reports

5.1 Financial Report

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

5.2 Librarian's Report

Programming:

Children: Beyond the regularly scheduled events such as story time and book clubs, a ukulele class was held on February 23. Two puppet shows were performed for the SDSU preschool family night. The Egg Hunt will be held Saturday, March 28, at 9:15 am. Staff has diligently been filling thousands of eggs for the big day. Summer Reading Program planning is in the final stages. Personalized Reading Dragon cards are being designed for each staff member, and beginning this summer, kids will be able to "battle" staff members with their Reading Dragon cards. If the kids win, they will earn that staff members card. The challenge is "Can you Win them All?"

Teen: 8 teens made Valentine's Day truffles at February's Teens in the Kitchen. 11 teens attended workshop Wednesday and made Valentine's Day magnets. 13 teens registered for book and graphic novel club. Teen Book Club read Promise Boys, by Nick Brooks, and a teen declared it their favorite book yet. 15 teens signed up for Snack Club. The zine making program was a bust, so Jenny Kluck is going to try it for April's Workshop Wednesday instead of a stand-alone program. The Bad Art Program will be held on April 17.

Adult: Two new classes, Discover Journaling and Charcuterie 101, filled up quickly and were well received. The "Out of Alcatraz" book club and related events went very well. The Adult Winter Reading Challenge had 66 participants and we gave away 6 grand prizes plus other BPL swag to randomly drawn participants. The Adult Summer Reading Challenge is set to start May 26. The craft swap is Saturday, March 14.

Tech: The first two groups of patrons have been trained on the new laser printer in the Maker Lab. The trainings went well and patrons are eager to use the machine.

Other: Ashia Gustafson gave a tour of the Library to a group from the Activities Center in February.

Other: Staff are currently working on an application for the T-Mobile Hometown grant. If awarded, the money would be used to purchase 2-4 study/meeting pods to go along the north eastern or south eastern walls.

Other: Ashia Gustafson has started getting quotes for hard flooring replacement in the Library.

Other: The plan for the \$10,000 Carnegie grant is to update the staff breakroom. Staff was surveyed for preferences for the space, and a plan will be created soon.

Other: Ashia Gustafson, Katherine Eberline, Nancy Swenson, Jenny Kluck, and Mikaela Neubauer will be attending the Public Library Association (PLA) conference in Minneapolis April 1-3.

Other: Interviews for a part-time custodian will be conducted March 19.

6. Old Business

6.1. Meeting Time Discussion

The Library Board discussed moving the monthly board meeting time from 11:45am to 12:00pm. Mark Binkley moved for approval. Moriah Flanagan seconded. Motion carried.

8. New Business

8.1 Approval of Bills

The Library Board members reviewed the February 2026 bills, budgets, and expenditures. Kathy Miller moved for approval. Mark Binkley seconded. Motion carried.

8.2 Review of Confidentiality of Library Records Policy

Ashia Gustafson reviewed the Confidentiality of Library Records Policy with the Library Board. No changes were proposed.

9. Items Not on the Agenda

Library staff training will be held in April regarding patron confidentiality. Ashia Gustafson will see if there is a way to record the training for the Library Board to review later.

10. Next Meeting: Thursday, April 16, 2026, at 12:00 PM in the Historical Room of the Brookings Public Library.

10. Adjournment

The Library Board meeting adjourned at 12:27pm.

Respectfully submitted,
Ashia Gustafson
Director of Library Services