

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
July 20, 2022
MEETING MINUTES

The Board of Trustees of the Brookings Public Library met on Wednesday, July 20, 2022 at 12:00 pm in the Historical Room at the Brookings Public Library.

MEMBERS PRESENT: Kathy Miller, Doug O'Neill, Stephanie Carroll, Linda Richter

OTHERS PRESENT: Ashia Gustafson, Jen Anderson

1. Call to Order

Kathy Miller called the meeting to order.

2. Approval of Agenda

Kathy Miller approved the meeting agenda with no changes added.

3. Approval of Minutes

Kathy Miller approved the Library Board meeting minutes from June 16, 2022 with no changes or corrections added.

4. Old Business

4.1 Materials Selection Policy

Ashia Gustafson presented the Materials Selection Policy to the Library Board members with changes discussed at the last meeting. The Library Board members discussed the policy. Doug O'Neill moved to approve the Materials Selection Policy. Stephanie Carroll seconded. Motion carried.

5. New Business

5.1 Approval of Bills

The Library Board members discussed the June 2022 bills, budgets and expenditures. Linda Richter moved to approve the June 2022 bills. Doug O'Neill seconded. Motion carried.

5.2 Unattended Child Policy

Ashia Gustafson presented the Unattended Child Policy to the Library Board members. The Library Board members discussed policy. Stephanie Carroll moved to approve the Unattended Child Policy as written. Linda Richter seconded. Motion carried.

5.3 Fines Network Runs Request

Ashia Gustafson is requesting \$500 to install four new network runs in the computer lab and staff room. The computer lab currently has eight computers, adding two more computers would assist in accommodating current usage. Doug O'Neill moved to approve \$500 out of Fines Account to be used for four new network runs. Stephanie Carroll seconded. Motion carried.

5.4 Donation Account CD Coming Due

Ashia Gustafson informed the Library Board members about the CD coming due in our Donation Account. The Library Board members discussed Donations Account CD. Stephanie Carroll moved to rollover the Donation CD funds for another 24 months. Linda Richter seconded. Motion carried.

6. Other Items & Reports

6.1 Financial Report

Ashia Gustafson presented the review of the 2022 budget through June to the Library Board members. The Library Board members discussed the budget and if inflation has been an issue.

6.2 Librarian's Report

Ashia Gustafson presented the monthly report to the Library Board members. We have the Pet Parade Thursday, July 21 and there are already 25 pets signed up. The Summer Reading Program is ending in the next couple of weeks. Ashia Gustafson informed the Library Board about new services coming to the Library which are LibraryAware and Novelist Plus. Patrons are going to enjoy these new services. Ashia Gustafson encouraged the Library Board members to sign up for the SDLA conference that will be here in Brookings.

7. Public Comment on Items not on Agenda

8. Next Meeting: Thursday, August 18 at 12:00 PM in the Historical Room

9. Adjournment

Kathy Miller adjourned the Library Board meeting at 12:35 pm.

Respectfully submitted,
Ashia Gustafson,
Director of Library Services