

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
February 16, 2023
MEETING MINUTES

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

MEMBERS PRESENT: Kathy Miller, Denise Hall, Stephanie Carroll

OTHERS PRESENT: Nita Gill, Nancy Swenson, Shane Andreasen

1. Call to Order

Denise Hall called the meeting to order.

2. Approval of Agenda

Denise Hall approved the meeting agenda with no changes added.

3. Approval of Minutes

Denise Hall approved the meeting minutes with no changes added

4. Old Business

5. New Business

5.1 Approval of Bills

Kathy Miller moved to approve the January 2023 bills. Stephanie Carroll seconded. Motion carried.

5.2 Library Policies: Materials Selection and Citizen's Request for Reconsideration

Nita Gill proposed changes to the Material Selection Policy, section IV: *Scope of the Collection*. The new phrasing excludes microfilm purchasing verbiage as the library no longer purchases microfilm, adds phrasing regarding Maker Kits, and adds phrasing for yard games, video games, puzzles, and card/board games. Stephanie Carroll motioned to admit the revisions and approve the revised policy. Kathy Miller seconded. Motion carried.

5.3 DVD Check-out Time

Kathy Miller presented a letter submitted by a patron who is proposing longer checkout periods on DVDs for outreach patrons. Nita Gill proposed a 14-day loan period. Stephanie Carroll suggested reviewing the library's Outreach Policy at the March 16, 2023 Library Board meeting and the other members agreed. Board members also requested that Ashia Gustafson send a response to the patron who submitted the letter.

6. Other Items & Reports

6.1 Financial Report

Nita Gill presented the review of the 2023 budgets through January to the Library Board members. Kathy Miller asked about the postage and furniture expenses. Shane Andreasen explained that postage rates have risen, the postage machine received another deposit, and a new postage meter ink cartridge had to be ordered so expenses were higher than normal in January. Nancy Swenson explained that most of the furniture expenses were for the new flip-top, rolling tables for the Cooper room.

6.2 Librarian's Report

Nita Gill presented the Librarian's Report to the Board. Storytime and Music Maker programs have resumed. The ceiling tile replacement project has begun and the first room completed was the Storytime Room which included the installation of a new projector. Graphic novel club is going well. Jenny Kluck is reviewing the young adult space in the library for possible renovation. 126 people attended the January escape room. Black History Month events have been well attended. Glowforge certification classes have been introduced with high demand for more classes. Craft workshops have been popular. The February 10, 2023

game night hosted 33 people which is showing an upward trend in attendance. House Bill 1163 was pushed to the 41st legislative day, which means the bill did not pass.

9. Next Meeting: Thursday, March 16 at 12:00 PM in the Historical Room

10. Adjournment

Denise Hall adjourned the Library Board meeting at 12:30pm.

Respectfully submitted,
Ashia Gustafson
Director of Library Services