

**BROOKINGS PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**August 13, 2020**  
**MEETING MINUTES**

The Board of Trustees of the Brookings Public Library met on Thursday, August 13, 2020 at 12:00 pm in the Cooper Room at the Brookings Public Library.

MEMBERS PRESENT: Doug O'Neill (phone at 12:23 pm), Deb Waltman, Kathy Miller, Michael Linehan

OTHERS PRESENT: Ashia Gustafson, Jen Anderson

**1. Call to Order**

Ashia Gustafson called the meeting to order.

**2. Approval of Agenda**

Ashia Gustafson called for approval of the meeting agenda. Kathy Miller moved to approve the meeting agenda. Deb Waltman seconded. Motion carried.

**3. Approval of Minutes**

Ashia Gustafson called for approval of the minutes from the July 23, 2020 meeting. Michael Linehan moved to approve the meeting minutes with the month correction. Deb Waltman seconded. Motion carried.

**4. Old Business**

**5. New Business**

**5.1 Approval of Bills**

The Library Board members discussed the July 2020 bills, budgets and expenditures. Deb Waltman moved to approve the July 2020 bills. Michael Linehan seconded. Motion carried.

**5.2 Internet Use Policy**

Ashia Gustafson presented the Internet Use Policy to the Library Board members. The Library Board members discussed slight changes to the language on the policy. Kathy Miller moved to approve the amended Internet Use Policy. Michael Linehan seconded. Motion carried.

**6. Other Items & Reports**

**6.1 Financial Report**

Ashia Gustafson presented the review of the 2020 Budget through July to the Library Board members. The Library Board members discussed the budget and some changes that will occur.

**6.2 Librarian's Report**

Ashia Gustafson presented the monthly report to the Library Board members. Ashia Gustafson updated the Library Board members about the summer reading programs the Library offered this summer and what's to come this fall. SDLA conference will be online this year. Ashia Gustafson will be looking into viewing newspaper's online for patrons. Michael Linehan has high praise for the Library staff on how things have been run during this difficult time.

**7. Public Comment on Items not on Agenda**

**8. Next Meeting: Thursday, September 17 at 12:00 PM**

## **9. Adjournment**

Michael Linehan moved to adjourn the meeting. Kathy Miller seconded. The meeting adjourned at 12:31 pm.

Respectfully submitted,  
Ashia Gustafson,  
Director of Library Services