

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
October 14, 2021
MEETING MINUTES

The Board of Trustees of the Brookings Public Library met on Thursday, October 14, 2021 at 12:00 pm in the Historical Room at the Brookings Public Library.

MEMBERS PRESENT: Kathy Miller, Deb Waltman, Doug O'Neill, Stephanie Carroll, Denise Hall

OTHERS PRESENT: Ashia Gustafson, Jen Anderson

1. Call to Order

Kathy Miller called the meeting to order.

2. Approval of Agenda

Kathy Miller called for approval of the meeting agenda. Doug O'Neill moved to approve the meeting agenda. Stephanie Carroll seconded. Motion carried.

3. Approval of Minutes

Kathy Miller called for approval of the minutes from the September 16, 2021 meeting. Deb Waltman moved to approve the meeting minutes. Doug O'Neill seconded. Motion carried.

4. Old Business

5. New Business

5.1 Approval of Bills

The Library Board members discussed the September 2021 bills, budgets and expenditures. Denise Hall moved to approve the September 2021 bills. Stephanie Carroll seconded. Motion carried.

5.2 Display Policy

Ashia Gustafson presented Display Policy to the Library Board members. It's been a long time since this policy was updated and needs some changes. The Library Board members discussed updates to the Display Policy. Stephanie Carroll moved to approve the updates discussed. Denise Hall seconded. Motion carried.

5.3 Draft Strategic Plan

Ashia Gustafson updated the Library Board members with the Strategic Plan 2022-2024. Focus group meeting will be on Thursday, October 28 at 5:30 pm.

6. Other Items & Reports

6.1 Financial Report

Ashia Gustafson presented the review of the 2021 Budget through September to the Library Board members. The Library Board members discussed the budget and plans for the Library's alarm system. The Library Board members discussed the Fines CD coming due in November 2021. Deb Waltman moved to reinvest Fines CD for another 24 months term. Stephanie Carroll seconded. Doug O'Neill moved to change previous motion to the term of 12 months. Deb Waltman seconded. Motion carried.

6.2 Librarian's Report

Ashia Gustafson presented the monthly report to the Library Board members. The Library Board members discussed the Library's need of building maintenance and security updates. Ashia Gustafson discussed key note speakers she enjoyed at the SDLA conference. Native American heritage month speaker series is next month.

7. Public Comment on Items not on Agenda

8. Next Meeting: Thursday, November 18 at 12:00 PM Historical Room

9. Adjournment

Deb Waltman moved to adjourn the meeting. Doug O'Neill seconded. The meeting adjourned at 1:00 pm.

Respectfully submitted,
Ashia Gustafson,
Director of Library Services