

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
July 13, 2023
MEETING MINUTES

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

MEMBERS PRESENT: Denise Hall, Kathy Miller, Stephanie Carroll, Linda Richter

OTHERS PRESENT: Ashia Gustafson, 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

Kathy Miller suggested that Brittany Shaw be listed as the member adjourning the meeting in June. Denise Hall approved the meeting minutes from June 15, 2023 with the suggested update.

4. Public Comment on Items Not on Agenda

No members of the public attended the meeting.

5. Old Business

5.1 Circulation Policy

Ashia Gustafson presented the Circulation Policy to the board. Kathy Miller pointed out some editorial corrections.

6. New Business

6.1 Approval of Bills

The Library Board members reviewed the June 2023 bills, budgets, and expenditures. Stephanie Carroll asked if the date of 2015 was correct for one of the cashed checks. Ashia Gustafson explained that a patron cashed a check dated November 2015 in June 2023. Linda Richter moved to approve. Kathy Miller seconded. Motion carried.

6.2 Library Improvement RFP

Ashia Gustafson presented an overview of the Library Improvement RFP to the board.

7. Other Items & Reports

7.1 Financial Report

Ashia Gustafson presented the review of the 2023 budget through June to the Library Board members. The possibility of removing library fines was discussed. The Library Board members would like to review research and reports around the possibility of removing library fines. The Board requested information about average fines accumulated and paid at the Brookings Library, the possibility of auto renewals, issues and adjustments other libraries have had to make who have removed their fines, and the Brookings library staff's perspective on the issue. Ashia Gustafson will gather data and report back to the board.

7.2 Librarian's Report

Ashia Gustafson presented the librarian's report to the board. The summer reading programs are going very well for all age ranges and registration numbers are continuing to climb closer to pre-pandemic levels. 886 patrons have signed up for children's summer programs. 102 patrons have participated in the teen summer programs. The young adult area of the library

has been rearranged and has received many positive comments from patrons. A \$6,000 digital literacy grant from the Public Library Association and AT&T was awarded to Nancy Swenson. The grant will be used to purchase tablets and arrange digital literacy classes and trainings. The audio and video upgrades have been completed in the Cooper Room. New indoor signage has been hung. The activities planned using the VisABILITY grant have been well attended and well received.

8. Next Meeting: Thursday, August 17 at 12:00 PM in the Historical Room

9. Adjournment

Denise Hall adjourned the Library Board meeting at 12:40pm.

Respectfully submitted,
Ashia Gustafson
Director of Library Services