

**BROOKINGS PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**May 11, 2023**  
**MEETING MINUTES**

The Board of Trustees of the Brookings Public Library met on Thursday, May 11 at 12:00 pm in the Historical Room at the Brookings Public Library.

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

OTHERS PRESENT: Ashia Gustafson, Jacob Meshke, Shane Andreasen

**1. Call to Order**

Brittany Shaw called the meeting to order.

**2. Approval of Agenda**

Brittany Shaw approved the meeting agenda with no changes added.

**3. Approval of Minutes**

Brittany Shaw approved the meeting minutes from April 13, 2023 with no changes added.

**4. Old Business**

**5. New Business**

**5.1 Approval of Bills**

The Library Board members reviewed the April 2023 bills, budgets, and expenditures. Kathy Miller moved to approve. Stephanie Carroll seconded. Motion carried.

**5.2 Unattended Child Policy**

The committee reviewed the Unattended Child Policy. No changes were made.

**6. Other Items & Reports**

**6.1 Financial Report**

Ashia Gustafson presented the review of the 2023 budget through April to the Library Board members.

**6.2 Librarian's Report**

Ashia Gustafson presented the librarian's report to the board. The junior fiction section genre labeling is complete. Katherine Eberline and Jenny Kluck will be visiting schools to discuss summer reading programs. Teen patrons made earrings with the Glowforge and kids will have a chance to keychains with the Glowforge soon. An Alice in Wonderland escape room will be offered May 22 – 25. A teen escape room will be offered May 30. The bar crawl was successful and a cookie crawl is being planned for December. Mikaela Neubauer will be representing the library at various upcoming community events. Nancy Swenson and Mikaela Neubauer are looking into public-facing online registration options for library events. A new sound system was installed in the Cooper Room and video components will be upgraded at a later date. The library website revision is underway.

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

**8. Next Meeting: Thursday, June 15, 2023 at 12:00 PM in the Historical Room**

**9. Adjournment**

Brittany Shaw adjourned the Library Board meeting at 12:20pm.

Respectfully submitted,  
Ashia Gustafson  
Director of Library Services