

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
February 11, 2021
MEETING MINUTES

The Board of Trustees of the Brookings Public Library met on Thursday, February 11, 2021 at 12:00 pm in the Cooper Room at the Brookings Public Library.

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

OTHERS PRESENT: Ashia Gustafson, Jen Anderson

1. Call to Order

Kathy Miller called the meeting to order. The Library Board members took a moment of silence for the passing of Michael Linehan. The Library Board members discussed steps to fill the open Library Board position.

2. Approval of Agenda

Kathy Miller called for approval of the meeting agenda. Deb Waltman 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 January 14, 2021 meeting. Deb Waltman moved to approve the meeting minutes. Doug O'Neill seconded. Motion carried.

4. Old Business

4.1 Review of Library Strategic Plan

Ashia Gustafson updated the progress on the goals and projects from the 2019-2021 Strategic Plan to the Library Board members. The Library Board members discussed strategic initiatives achieved and yet to be accomplished projects and goals. Due to the pandemic in 2020, some strategic ideas for projects and goals will not be met.

5. New Business

5.1 Approval of Bills

The Library Board members discussed the January 2021 bills, budgets and expenditures. Stephanie Carroll moved to approve the January 2021 bills. Deb Waltman seconded. Motion carried.

5.2 Proposed Fines Budget

Ashia Gustafson presented the proposed Fines budget for 2021 to the Library Board members. The Library Board members discussed the 2021 Fines budget; the lack of funds due to the pandemic and plans for programs. Ashia Gustafson also presented the TBD Fines budget 2021, this will be addressed again when the account balance increases. Doug O'Neill moved to approve the proposed Fines budget for 2021. Stephanie Carroll seconded. Motion carried.

6. Other Items & Reports

6.1 Financial Report

Ashia Gustafson presented the review of the finalized 2020 General budget and the 2021 budget through January to the Library Board members. The Library Board members discussed the budget. Ashia Gustafson informed the Library Board members of an NPR-like Fundraising pitch to help support programs at the Library by asking patrons for donations.

6.2 Librarian's Report

Ashia Gustafson presented the monthly report to the Library Board members. The Library Board members discussed upcoming programs, speakers and new programs for patrons. The Library will be closed on Monday, February 15 for Presidents' Day.

7. Public Comment on Items not on Agenda

8. Next Meeting: Thursday, March 11 at 12:00 PM

9. Adjournment

Stephanie Carroll moved to adjourn the meeting. Deb Waltman seconded. The meeting adjourned at 12:55 pm.

Respectfully submitted,
Ashia Gustafson,
Director of Library Services