

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
November 18, 2021
MEETING MINUTES

The Board of Trustees of the Brookings Public Library met on Thursday, November 18, 2021 at 12:00 pm in the Historical Room at the Brookings Public Library.

MEMBERS PRESENT: Kathy Miller, Deb Waltman, 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. Stephanie Carroll moved to approve the meeting agenda. Deb Waltman seconded. Motion carried.

3. Approval of Minutes

Kathy Miller called for approval of the minutes from the October 14, 2021 meeting. Deb Waltman moved to approve the meeting minutes. Stephanie Carroll seconded. Motion carried.

4. Old Business

4.1 Board Continuing Education Hours

Ashia Gustafson presented the Library Board members with the current record of continuing education hours. The Library Board members needs 45 credit hours (currently at 39 hours) by the end of December. Ashia Gustafson is submitting a request to the South Dakota State Library to use the Native American Heritage speaker hours, which is sponsored by South Dakota Humanities grant.

5. New Business

5.1 Approval of Bills

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

5.2 2022-2024 Strategic Plan

Ashia Gustafson presented to the Library Board members with the finalized Strategic Plan for 2022-2024. Denise Hall moved to approve proposed 2022-2024 Strategic Plan. Stephanie Carroll seconded. Motion carried.

6. Other Items & Reports

6.1 Financial Report

Ashia Gustafson presented the review of the 2021 Budget through October to the Library Board members. Due to delay in shipping, our furniture is taking a little longer to get in. Midwest Glass should be here next week to install new front doors and back door. Upstairs Mother's Room project will hopefully start after Thanksgiving. The Library Board members discussed the budget and upcoming maintenance.

6.2 Librarian's Report

Ashia Gustafson presented the monthly report to the Library Board members. Seating in the teen area has arrived. Some changes to adult programs to make more accessible for everyone to attend. Will be hanging posters at the Larson Ice Arena on upcoming Library programs.

7. Public Comment on Items not on Agenda

8. Next Meeting: Thursday, December 16 at 12:00 PM in the Historical Room

9. Adjournment

Deb Waltman moved to adjourn the meeting. Denise Hall seconded. The meeting adjourned at 12:39 pm.

Respectfully submitted,
Ashia Gustafson,
Director of Library Services