

**BROOKINGS PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**July 20, 2022**  
**MEETING MINUTES**

The Board of Trustees of the Brookings Public Library met on Wednesday, July 20, 2022 at 12:00 pm in the Historical Room at the Brookings Public Library.

MEMBERS PRESENT: Kathy Miller, Stephanie Carroll, Linda Richter

OTHERS PRESENT: Nita Gill, Alice Hayes

**1. Call to Order**

Kathy Miller called the meeting to order.

**2. Approval of Agenda**

Kathy Miller approved the meeting agenda with no changes added.

**3. Approval of Minutes**

Kathy Miller approved the Library Board meeting minutes from July 20, 2022 with no changes or corrections added.

**4. Old Business**

**5. New Business**

**5.1 Meet the Staff:**

Alice Hayes introduced herself to the Library Board members and gave an overview of her role as the Library's Circulation Manager.

**5.2 Approval of Bills**

The Library Board members discussed the July 2022 bills, budgets and expenditures. Stephanie Carroll moved to approve the July 2022 bills. Linda Richter seconded. Motion carried.

**5.3 Outreach Services Policy**

Nita Gill provided the Outreach Services Policy to the Library Board members. After reviewing the Outreach Services Policy, the Library Board members have no changes to be made.

**6. Other Items & Reports**

**6.1 Financial Report**

Nita Gill presented the review of the 2022 budget through July to the Library Board members.

**6.2 Librarian's Report**

Nita Gill presented the Librarian's Report, on behalf of Ashia Gustafson. Stephanie Carroll commented on the excellent ALICE training presented at the Library by the Brookings Police Department on July 20, 2022. Nita Gill noted that the Library Statistics no longer contain a number for the Children's Software because the children's game computers (AWE) have been retired. They have been replaced by Launchpad tablets mounted in a new kiosk in the children's area. There is no method to track software usage on the Launchpads.

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

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

**9. Adjournment**

Kathy Miller adjourned the Library Board meeting at 12:30 pm.

Respectfully submitted,  
Ashia Gustafson,  
Director of Library Service