

**Rapid City Public Library Board of Trustees
Board Meeting
Monday, December 10, 2018 12:00 p.m.**

The regular meeting of the Rapid City Public Library Board of Trustees was called to order by Faye Bice on December 10, 2018 at 12:00 p.m.

Present by roll call: Faye Bice, Casey Martin, Pat Jones, Mike Matthews, Mary Garrigan and Lisa Modrick. A quorum was present.

Absent: Paulette Schenck

Additions or corrections to the agenda:

Motion by Casey Martin, second by Pat Jones to add a board member resignation item under the administrative reports; no further discussion; motion carried unanimously.

Introduction of Staff: None.

Public Comment: None.

CONSENT CALENDAR ITEMS

Consent Calendar Items – Action required authorizing the Finance Officer to issue warrants or treasurer’s checks, drawn on proper funds, in payment thereof. The following items are consent items for final action to be taken on by a single vote. Any items may be removed from the Consent Calendar by a Board person, the Director, or a citizen, for separate consideration.

Consent Calendar Items:

Approve Minutes from Library Board of Trustees Meeting, November 14, 2018

Approve Financial Executive Summary, including Bill List (see attachment)

Motion by Mary Garrigan, second by Martin to approve the consent calendar as presented; no further discussion; motion carried unanimously.

ADMINISTRATIVE REPORTS

Director’s Report:

Davis reported that she had attended a city department director’s and mayor’s retreat. She spoke to a few of the legislators in attendance. David Johnson was interested in the idea of reciprocal borrowing and library districts. Alan Solano was interested in legal aid and mental health advisors coming to the library.

Faye Bice asked how the new vending area was going and Davis responded that although there are still some issues to deal with regarding the snack machine and vending supplies for the coffee machine, things are progressing well.

Motion by Jones, second by Martin to approve the director’s report as presented; no further discussion; motion carried unanimously.

Mike Matthews arrived at 12:07 p.m.

January and November 2019 Meetings:

Davis explained the recommendations for board dates in 2019 are based on requirements from City Finance in January and a Monday holiday in November. In response to a question from Lisa Modrick, Board meetings have been moved in the past for similar reasons.

Motion by Jones, second by Garrigan to move the board dates as recommended for January and November 2019; no further discussion; motion carried unanimously.

Board Resignation:

Casey Martin announced that he is resigning from the Board effective January 1, 2019 as he will be taking the Education and Technology Services Coordinator position in January.

POLICY COMMITTEE

AFSCME Contract:

Motion by Jones, second by Mike Matthews to approve the addendum to the Library AFSCME contract. Discussion was held on the negotiation timeline, that the wage increases would include a step increase on January 1 and a COLA of 1-3% in July, how the bargaining unit works and the budget impact. Preliminarily, we will plan around this by being more conservative hiring for vacancies until July 2019 when we know the full wage increase. Motion carried unanimously.

Volunteer Policy:

Motion by Jones, second by Matthews to approve revisions to the Volunteer Policy as presented; Davis explained that this change was made to clean up the policy and allow service groups to volunteer. In response to questions, Davis indicated that twelve to fourteen year olds are considered on a case by case basis and staff members oversee volunteer projects. Motion carried unanimously.

Loan Periods, Fines and Fees Policy:

Motion by Jones, second by Matthews to approve revisions to the Loan Periods, Fines and Fees Policy as presented; Davis explained the items which will be affected and how the fees came about; motion carried unanimously.

ITEMS FROM BOARD MEMBERS / LIAISON REPORTS

City Council Liaison: Lisa Modrick reported that the council is working on year end appropriations for 2018.

County Liaison: No report provided.

Foundation: The Foundation has been embracing new donor management software and they have sent out an end of year appeal. The donor management software helps to extend their reach and manage past donors.

Friends: Sean Minkel reported that the Friends elected new officers in November; Scott Wager will be the new president. The next Friends meeting will be in January.

ADJOURN

Motion by Jones, second by Martin to adjourn at 12:35 p.m.; no further discussion; motion carried unanimously.

UPCOMING EVENTS

RCPL Board Meeting	TBD, after January 22 (telephone)
RCPL Board Meeting	Monday, February 11
SD Library Association Legislative Day	Tuesday, February 12