

Rapid City Public Library Board of Trustees
Board Meeting
Monday, July 8, 2019 12:00 p.m.

The regular meeting of the Rapid City Public Library Board of Trustees was called to order by Faye Bice on July 8, 2019 at 12:00 p.m.

Present by roll call: Faye Bice, Pat Jones, Mike Mathews, and Judy Sneller. A quorum was present. Mary Garrigan arrived at 12:02 p.m. Lisa Modrick arrived at 12:23 p.m.

Absent: Mark DiSanto

Additions or corrections to the agenda:

Motion by Pat Jones, second by Mike Mathews to approve the agenda as published; no further discussion; motion carried unanimously.

Introduction of Staff: None.

Public Comment: Matthew Guerry introduced himself and said he worked for the Rapid City Journal.

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 the Library Board of Trustees Meeting, June 10, 2019
Approve Financial Executive Summary, including Bill List (see attachment)

Motion by Judy Sneller, second by Mathews to approve the consent calendar as presented; no further discussion; motion carried unanimously.

Mary Garrigan arrived at 12:02 p.m.

ADMINISTRATIVE REPORTS

Director’s Report:

Terri Davis reported that the library update to the Pennington County Commissioners had been well received and that the commissioners had been invited to tour the library. The Hill City and Wall libraries also presented their updates. Jones said that it was good to know that the County Commissioner’s update went well. In response to a question from Mary Garrigan, Davis responded that the library has a County Liaison, but there have been some issues with timing for attendance. Mathews asked if the County Liaison was familiar with the library. Per Davis, he is a library user and has familiarity with our services.

Davis stated that the library was fully staffed except for a vacancy as a result of an internal promotion from the business office. That vacancy is being assessed and tasks have been reorganized before advertising the position.

Garrigan asked when the city’s new parking plan will be in place. Per Davis and Wade Nyberg, there have been some delays installing the new meters. Patrons should follow signage as posted in parking areas.

Motion by Jones, second by Mathews to acknowledge the director's report as presented; no further discussion; motion carried unanimously.

POLICY COMMITTEE

Loan Periods Fines and Fees:

Motion by Jones, second by Garrigan to approve updates to the Loan Periods, Fines and Fees policy as presented. Davis provided background on the pricing changes for the laser engraving and vinyl cutting in the library's makerspace. Jones commented that the fee structure is essentially cost recovery. In response to a question from Mathews, Davis commented that the people who use these resources use them appropriately. Motion carried unanimously.

Behavior Policy:

Motion by Jones, second by Mathews to approve updates to the Behavior Policy as presented. Davis indicated that the recommended changes were based on a conversation with the police department and that the intention is to be proactive and responsive. The library is also recommending a reduction in the reckoning period from two years to one year based on evidence from past incidents citing that most repeat offenses occur within one year. Lastly, there was a general clean-up of the policy's organization for clarity. In response to a question from Jones, Davis stated the library provides the suspension in letter format with an attached appeal. A copy of the suspension is retained for our records. Wade Nyberg added that there is also a reason that staff are interacting with patrons in the first place – either due to their behavior or disruption of other patrons. Davis mentioned that local businesses have adjusted their standards and that by being responsive at the time of the incident, the library is hoping for positive changes. Finally, Davis said that while this is an issue to be addressed, it reflects only a small percentage of people that use the library. Motion carried unanimously.

Naming of Library Facilities and Collections:

Motion by Jones, second by Sneller to eliminate the Naming of Library Facilities and Collection Policy. Davis said that this policy was brought up at about the same time as the local history room was being built which may account for its creation. The intention was good, but it isn't necessary because the library board already has the discretion to name library facilities and collections. Jones asked if there was something that spurred this change. Per Davis, removing this is part of an ongoing cleanup and the policy has never been used. Garrigan and Jones confirmed that a future library board would be able to name a room or collection. The answer is yes, but if it were an entirely new library, it may be prudent to communicate with the city council. Motion carried unanimously.

Lisa Modrick arrived at 12:23.

ITEMS FROM BOARD MEMBERS / LIAISON REPORTS

City Council Liaison: Lisa Modrick confirmed that she would be the library's liaison. The mayor will be presenting the 2020 budget in July. Modrick encouraged library board members to attend this meeting and added that there were three new city council members elected.

County Liaison: No report provided.

Foundation: Sneller reported that the Foundation met on June 18, spoke about the endowment campaign, the possibility of contracting for a staff member, and also discussed an updated library brochure.

Friends: Sean Minkel reported that the fish tank the Friends are funding has been delayed, but should be on track to go live in a couple of months.

ADJOURN

Motion by Jones, second by Matthews to adjourn at 12:26 p.m.; no further discussion; motion carried unanimously.

UPCOMING EVENTS

Branch Out Training Opportunity
RCPL Board Meeting

Wednesday, August 7
Monday, August 12, noon

DRAFT