

Rapid City Public Library Board of Trustees
Board Meeting
Wednesday, January 17, 2024 12:00 p.m.

The regular meeting of the Rapid City Public Library Board of Trustees was called to order by Emily Tupa on January 17, 2024 at 12:00 p.m.

Present by roll call: Emily Tupa, Christine Jones, Mary Garrigan, and Beth Brekhus. A quorum was present. Lindsey Seachris joined the meeting in progress at 12:03 p.m.

Absent: Timmi Bubac and Gary Drewes.

Additions or corrections to the agenda:

Motion by Christine Jones, second by Mary Garrigan to approve the agenda as published; no further discussion; motion carried unanimously.

Introduction of Staff:

None.

Public Comment:

Suspension Appeal:

Terri Davis provided an overview of the behavior, appeal, and policy guidelines that led to a 6-month patron suspension. Discussion followed on the specific details of the patron's behavior and lengths and dates of prior suspensions.

Lindsey Seachris arrived during discussion.

Motion by Garrigan, second by Jones to uphold the suspension; no further discussion; motion carried unanimously.

Davis added that she and another staff member are attending restorative justice training to investigate options that would balance the need for good behavior in the library and still welcome people back to continue to use library resources. She is also in discussion with the Care Campus for ideas on how to better communicate the Rules of Conduct. Tupa commented in approval of these steps and said that suspensions seem like a necessity, but it would be helpful for the process to be less punitive.

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, December 11, 2023

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

Motion by Garrigan, second by Lindsey Seachris to approve the consent calendar as presented.

Davis reported that at the end of 2023, approximately 3% of funds were unexpended. A portion of the remaining funds will be available for future expenditures if budgeted by the Board.

In response to questions from Jones and Beth Brekhus, Davis indicated that the 2023 budget projections indicated a potential shortfall due to salary, wage, and benefit expenditures. This led to the library using designated Foundation funds to supplement the collections budget. If the Foundation chooses to recall some of this money, it would require Board action and a city-approved supplement. The city funds remaining at the end of 2023 were returned to the city's General Fund.

No further discussion; motion carried unanimously.

ADMINISTRATIVE REPORTS

Director's Report:

Motion by Tupa, second by Seachris to acknowledge the Director's Report.

Davis reported that the Municipal League had notified that there has been some discussion about legislation involving library collections or libraries, but there have not been any bills introduced yet.

In regards to community partnerships, the library is partnering with the Arts Council on a grant for The Big Read and Davis will be presenting at the Care Campus regarding library services. Staff are meeting with the Arts Council in January to discuss next steps.

The library's bookmobile delivery has been delayed into April. In response to a question from Brekhus, there is still one payment to be made once the vehicle is delivered and they've trained library staff.

There has been good media coverage this month and the library is advertising for the Early Education Library Associate II position and there are still two other vacancies.

Jones mentioned a 5-star review and asked if staff contact patrons who ask questions or have comments. Davis said that staff respond to comments and Tupa added that the response to online comments was impressive from what she had seen.

No further discussion; motion carried unanimously.

POLICY COMMITTEE

Notices Policy:

Motion by Tupa, second by Brekhus to approve changes to the Notices Policy as presented.

Sean Minkel provided an overview of the changes to the policy which included hold reminder notices, clarification that patrons have control over when and how some notices are received, and that overdue notices were being adjusted for home delivery and institutional accounts. All other changes were made to simplify the language without impacting the intent of the policy.

In response to a question from Tupa, outstanding charges for lost materials are cleared whenever a patron returns these items. However, they may still be responsible for fees if they have been sent to collections.

No further discussion; motion carried unanimously.

LIAISON REPORTS

City Council Liaison: Seachris reported that city council has been working on a wage study, utility rate changes, and are aware of petitioning in regard to the utility rate adjustments. The changes to the sewer and water infrastructure are required for future EPA regulations and failing to make the improvements could threaten ARPA funds which may ultimately mean residents would pay more down the road. Seachris is also attending an interfaith forum on homelessness this Saturday. Youth City Council is holding an art auction on February 24th at the Dahl to raise money for school lunch debt in Rapid City Area Schools.

Discussion followed to clarify the utility rates, options available to the city and residents, and the unknowns of petitioning.

Pennington County Liaison: No report provided.

Rapid City Library Foundation: Jones reported that the Foundation is discussing xeriscaping and the idea of having a children's musical garden along the front of the library. Xeriscaping would provide an opportunity to partner with the gardener's club and save on water. In response to a question from Seachris, the musical garden hasn't been planned out at this point, but the unattended children's policy would still apply.

Friends of the Library: Sean Minkel reported that the Friends of the Library are currently considering another donation drive, but otherwise doing well. Brekhus suggested contacting PTAs to let them know of the need for donations. In response, the Friends of the Library will advertise and the library generally posts something to social media as well.

Jennifer Utter mentioned that James Olson, former library board president, had passed away. After discussion, it was determined that Tupa would draft a statement for the online memorial and Seachris would notify Darrell Shoemaker for a possible city announcement recognizing his service to the city.

ADJOURN

Motion by Tupa, second by Garrigan to adjourn the meeting at 1:06 p.m.; no further discussion; motion carried unanimously.

UPCOMING DATES AND BOARD TRAINING OPPORTUNITIES

Board Meeting	February 12, 2024
Board Meeting	March 11, 2024
Bookmobile Arrival Reception	To be determined