

**Rapid City Public Library Board of Trustees**  
**Board Meeting**  
**Monday, March 11, 2024 12:00 p.m.**

The regular meeting of the Rapid City Public Library Board of Trustees was called to order by Timmi Bubac on March 11, 2024 at 12:11 p.m.

Present by roll call: Timmi Bubac, Christine Jones, Mary Garrigan (by phone), Beth Brekhus, and Gary Drewes. A quorum was present.

Absent: Emily Tupa, and Lindsey Seachris.

**Additions or corrections to the agenda:**

Motion by Jones second by Brekhus 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 appeal and policy guidelines that led to a 6-month patron suspension that ends on September 2, 2024. Discussion followed on behavior leading to suspension.

Motion by Jones second by Brekhus to deny the suspension appeal; no further discussion; motion carried unanimously.

**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, February 12, 2024

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

Motion by Jones second by Bubac to approve the consent calendar as presented.

Davis reported on a bathroom renovation that was not encumbered in 2023 budget as planned. Delaying replacement schedules, staff vacancies, and perhaps ordering fewer materials in 2024 will make up the difference. The 2024 budget is on track and we’re where we should be at this point in the year.

No further discussion; motion carried unanimously.

**ADMINISTRATIVE REPORTS**

Director’s Report:

Davis reported on the huge spike in social media engagement because of the new Taskmaster video series. She shared information on the staff mental health training conducted in February. She explained the new process and timeline of 2025 budget planning. She pointed out the courier service situation and temporary lapse in service, along with the plans to transit materials during that laps.

Annual Report to the State Library:

Motion by Brekhus, second by Jones to acknowledge the Director's Report, the annual report brochure, and the annual report to the State Library.

No further discussion; motion carried unanimously.

#### **POLICY COMMITTEE**

Lending & Fees Policy:

Motion by Bubac, second by Garrigan to approve updates to the Lending and Fees Policy as presented.

Davis explained that the policy was updated to include information on refunds that was previously cited in the Registration Policy.

No further discussion; motion carried unanimously.

#### **LIAISON REPORTS**

City Council Liaison: None.

Pennington County Liaison: Drewes reported that the county is starting their budget hearings for 2025. He spent 40 days at the legislative session representing the county. The county equalization board meetings start next month to hear appeals on property tax.

Rapid City Library Foundation: Jones reported that the Foundation is planning fundraising and possibly doing landscaping as a project. Their board has been revitalized with new members. Any projects the public would want to suggest are welcome.

Friends of the Library: Krystal Bresnahan, a FOL volunteer/member, reported that there's a book donation event planned for March 23 10am-2pm. Black Hills Lifestyle magazine will be doing a feature on the FOL. The group is trying to make their new Facebook page more active.

#### **ADJOURN**

Motion by Garrigan second by Bubac to adjourn the meeting at 12:49 p.m.; no further discussion; motion carried unanimously.

Davis reminded board members of the Black Hills Libraries Mini-Conference on April 22<sup>nd</sup> and encouraged them to attend.

#### **UPCOMING DATES AND BOARD TRAINING OPPORTUNITIES**

Board Meeting	April 8, 2024
Black Hills Libraries Mini-Conference	April 22, 2024 (8:30-4:30)
Bookmobile Arrival Reception	To be determined
Board Meeting	May 13, 2024