

**Rapid City Public Library Board of Trustees
Board Meeting
Monday, September 11th, 2017 12:00 p.m.**

The meeting of the Rapid City Public Library Board of Trustees was called to order by Faye Bice on September 11th, 2017 at 12:00 p.m.

Present by roll call: Faye Bice, Casey Martin, Becky Drury, Rod Pettigrew, Maryanne Rohrer, Paulette Schenck and Mary Garrigan. A quorum was present.

Absent: None.

Additions or corrections to the agenda: None.

Motion by Maryanne Rohrer second by Casey Martin to approve the agenda as published; 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, August 14, 2017

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

Motion by Becky Drury, second by Maryanne Rohrer to approve the consent calendar as presented; no further discussion; motion carried unanimously.

ADMINISTRATIVE REPORTS

Director’s Report:

Terri Davis asked for any questions regarding the Director’s Report.

Drury asked for an update on the Strategic Plan. A preliminary report was received from Malcom Chapman which included raw data collected from surveys and focus groups. Paulette Schenck asked if the Board would meet to draft the plan. Davis clarified that the Strategic Plan will come to the Board for review and discussion prior to adoption. Rod Pettigrew questioned what final report would be received, and if it was addressed in the contract.

Schenck brought up Malcom Chapman’s recommendation for a work meeting with the Board prior to a draft plan. Rohrer suggested adding 30 minutes to the next meeting for review of the preliminary data. Prior to that, Davis will ask Malcom Chapman what information he would like in order to compile a final report.

Drury encouraged the Board to attend the Trustee training in November regarding communicating the value of libraries in the community. Davis let the Board know that the Mayor will expedite the next Board appointments so they can attend the training as well.

Mary Garrigan asked about the Board appointment process. In addition to an announcement from the Mayor's office, Rohrer suggested posting information on the library's website to encourage applications to the Library Board. Carla Cushman mentioned that the Library Board may encourage others to apply as well.

Rohrer asked about the five options for the Ellsworth Air Force Base access; Davis provided a summary of the options sent to Dennis Hale.

Motion by Drury, second by Martin to acknowledge the Director's Report; no further discussion; motion carried unanimously.

2nd Quarter County Statistics Report:

Motion by Rohrer, second by Drury to acknowledge the 2nd Quarter County Statistics Report; no further discussion; motion carried unanimously.

Annual Leave Memo:

Motion by Drury, second by Rohrer to approve an additional 1.54 hours bi-weekly annual leave accrual for Library Director Terri Davis, to be effective from her date of hire; no further discussion; motion carried unanimously.

Finance Committee

2018 Library Budget Request:

Motion by Martin, second by Garrigan to acknowledge the updated 2018 budget request as submitted to the city. Discussion followed regarding any reports from the efficiency committee; Davis stated that no report has been provided as yet. Pettigrew asked about local purchasing of supplies; staff confirmed that purchases are made locally whenever possible, with an emphasis on spending the budget responsibly. The motion for acknowledgement of the budget request carried unanimously.

Policy Committee

Grant Memo:

Motion by Rohrer, second by Drury to approve submission of a grant proposal for \$23,500 to the Ready to Code initiative of the American Library Association. Garrigan asked if this would include coding classes, and Rohrer asked if the Makerspace Manager is taking such programming to the underserved. Staff replied affirmatively to both questions. Garrigan also asked when the grant award will be announced; no specific date was provided by ALA, but the initiative is scheduled to kick off in October. The motion carried unanimously.

ITEMS FROM BOARD MEMBERS / LIAISON REPORTS

City Council Liaison: Drury reported that when a budget cut was brought up regarding the library that it died for lack of a second.

County Liaison: No report provided.

Foundation: Schenck mentioned that the writer's workshop at the library was a wonderful event.

Friends: Rohrer reported that the Friends would be taking a bus to the Festival of the Book for one day.

ADJOURN Motion by Rohrer, second by Martin to adjourn the meeting at 12:51 p.m.; no further discussion; motion carried unanimously.

UPCOMING EVENTS

South Dakota Festival of Books	September 21-24
SD Library Association Conference	September 27-29
Library Board Meeting	October 9
Chamber Mixer	October 10