

**Rapid City Public Library Board of Trustees
Board Meeting
Monday, November 13, 2017 12:00 p.m.**

The regular meeting of the Rapid City Public Library Board of Trustees was called to order by Faye Bice on November 13th, 2017 at 12:01 p.m.

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

Absent: Rod Pettigrew.

Additions or corrections to the agenda: None.

Motion by Becky Drury second by Casey Martin to approve the agenda as published; no further discussion; motion carried unanimously.

Introduction of Staff: None.

Public Comment: No members of the public were present. A letter was submitted to the board from Sarah Red Bear appealing her suspension.

Paulette Schenck arrived at 12:03.

Suspension Appeal:

Motion by Martin, second by Drury to uphold the current suspension for Sarah Red Bear; 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 Library Board of Trustees Meeting, October 9th, 2017

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

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

ADMINISTRATIVE REPORTS

Director’s Report:

Terri Davis reported on the progress of the new afterschool program at General Beadle. Garrigan asked if the numbers were reflective of what we expected. Davis said that we had planned for at least 40 children based on our staffing level and we’re not getting that on average. Staff members have also reported that children generally begin using computers immediately after the program ends.

Becky Drury asked if there had been a change in the number of students coming into the library. Davis Responded that based on the 20 computers being in use prior to this program, it seems similar to the prior level.

Davis asked if there were any other questions regarding the remainder of the Director's Report.

Drury indicated that she'd heard many good things about the Chamber event from other people in the community.

Faye Bice asked about the resignation topic on the report. Terri indicated that there was no longer a moratorium on hiring, but that she was taking the opportunity to look at restructuring the positions. Paulette Schenck asked if the restructuring would happen before advertising for the positions. Davis responded that the children's Library Associate 2 position had already been advertised as a Library Associate I and the Librarian I position has not been advertised.

Motion by Drury, second by Garrigan to acknowledge the director's report; no further discussion; motion passed unanimously.

3rd Quarter Statistics Report & Pennington County Statistics Report:

Motion by Drury second by Martin to acknowledge both the 3rd Quarter Statistics and Pennington County Reports; no further discussion; motion passed unanimously.

Policy Committee

Board Rules Revision:

Motion by Rohrer, second by Drury to approve revisions to the Board Rules modifying section 31 and adding a new section 32. Discussion followed on the changes to section 31 and 32 with information from Terri Davis and Carla Cushman. The changes to section 31 are primarily for clarification. Section 32 is in accordance with what other city departments are already doing per state law and city ordinance. Potentially controversial decisions would still be brought to the Library Board of Trustees. Motion carried unanimously.

Union Contract Memo:

Motion by Rohrer, second by Martin to approve the 2018-2020 AFSCME library contract. Davis informed the Board that the union had already approved this contract. Discussion followed regarding the clarifications made in the contract, which staff members were covered by AFSCME library and how long these contracts typically last. Davis also relayed that the increase in pay for union staff is already taken into account for the 2018 budget. Motion carried unanimously.

2018 Hours of Operation:

Motion by Rohrer, second by Drury to approve the 2018 Hours of Operation policy; discussion followed regarding the need to look at potentially expanded hours of operation in the future and as part of the upcoming strategic plan; motion carried unanimously.

Strategic Plan Final Report:

The board entered into discussion on the library's strategic plan report as submitted by the Chapman Group. Davis indicated that while this is a report, it is not a strategic plan. She recommended that the library's management team look at the data and turn it into a plan for the Board's approval.

Schenck asked what happens with the Strategic Plan once it is completed. Davis said that the plan is posted on the website and is essential during budget planning and aligning with the City's core values.

Drury brought up a survey on the city's website regarding the core values. The city wants to put some weight on the values based on public feedback. This is also something that is going to be part of priority based budgeting.

Discussion followed on payment for the Chapman Group. Cushman stated that the board could vote on the Chapman Group payment at the next meeting. The Board directed Davis to bring the Chapman Group payment to the next Board meeting and work on a draft Strategic Plan for the Boards Approval.

Motion by Rohrer, second by Martin to acknowledge the strategic planning report; no further discussion; motion carried unanimously.

ITEMS FROM BOARD MEMBERS / LIAISON REPORTS

City Council Liaison: Drury reported on the Citizen Priority Summary for core values. There is also a City Council retreat coming up in December. She asked that if anyone thinks that something could be done better to please let them know.

County Liaison: No report provided.

Foundation: Schenck reported that the meeting from this month was cancelled and there is nothing new to report.

Friends: No report provided.

Board Training Opportunities

Terri Davis indicated that the facilitator for Thursday evening's Library Board of Trustees Training session will include defining values for strategic planning. Both new board members for 2018 will also attend. The training starts at 5:30. The Black Hills Librarian training on Friday is focused on librarians, but board members are also welcome to attend.

Davis will also send links to webinars that would apply to the training requirements for state library accreditation.

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

UPCOMING EVENTS

Library Board of Trustees Training	November 16, 2017
Black Hills Area Librarians Training	November 17, 2017
RCPL Board Meeting	December 11, 2017
RCPL Board Meeting	January 22, 2018