

Meeting of the Mitchell Public Library Board of Trustees, Tuesday, July 17 2018.

The Mitchell Public Library Board of Trustees met on Tuesday, July 17, 2018, at 4:30 p.m. in the Director's Conference Room at the Mitchell Public Library. Board president Carolyn Sivik called the meeting to order.

Members present. Flemmer, Margheim, Rice, Sivik, Taylor.

Members absent. None.

Minutes. The minutes of the June 19, 2018 Board meeting were read and approved. **M/S/P—**Taylor, Margheim.

Financial report. The Library Board of Trustees Account was discussed. The Director will report on the missed balance of the Earbuds for the next meeting. The City budget was discussed as well and the bills were approved for payment.

Director's report. The Director's report was given. Some of the total did not add up correctly in the Excel document. Those figures will be reviewed and corrected to be incorporated into next month's report. In the utilities report, there was a rate hike in electricity so attention will need to be paid to the utilities line item in the budget as there was no increase from 2017-2018.

New business. The Library Card Policy was given to the Trustees for discussion. Changes were made to the policy and the wording. The policy will be reviewed and adopted at the August board meeting. **M/S/P—**Rice, Flemmer. Other items not covered in the discussion will be tabled to the August meeting. **M/S/P—**Taylor, Rice. **The Library's circulation policy will be presented at the August Board meeting for review, discussion and possible adoption.**

Goals for 2018-2019 were discussed. In order to meet the completion months of the goals, items must be presented to the Board by the Library Director 2 months in advance. The subject will be tabled until the August 2018 meeting. **M/S/P—**Taylor, Rice.

Bills. The following bills were approved for payment. ABC-CLIO-LLC 143.61; AM Best Company, Inc. 189.00; Baker & Taylor 967.57; Blackstone Publishing 143.72; Center Point Large Print 89.23; Demco Inc. 176.13; Gale 1,386.47; Grey House Publishing 498.95; Infogroup 455.00; Ingram Library Services 48.99; Innovative Office Solutions LLC 177.62; JCL Solutions 74.74; McLeod's Printing 149.80; Menard's Inc. 160.80; Midamerica Books 126.22; Mitchell Telecom 64.95; Northwestern Energy & Communications 2,738.25; OCLC Inc. 329.45; Penguin Random House, Inc. 177.75; Reader's Den 21.75; Recorded Books, Inc. 681.88; Rowman & Littlefield Publishing 199.27; SD Magazine 25.00; Thune True Value Hardware 15.99; Yankton Daily Press & Dakotan 186.33.

Set the date of the next board meeting. The next Library Board of Trustees meeting has been set for Tuesday, August 21, 2018 at 4:30 p.m. in the Director's Conference Room at the Mitchell Public Library.

Adjournment. There being no further business, the meeting adjourned at 6:00 p.m. Jackie Hess, Secretary.