



10/20/2020 - Minutes

1. Call To Order

Board President Ann Temple called the meeting to order at 5:02 pm.

2. Roll Call

The following members were present: Ann Temple, Dennis Nath, Steve Rice, Deb Everson, and Diana Goldammer. Emma DeVos was excused. Also present was Kevin Kenkel, Library Director.

3. Approval Of The Agenda

Motion by Nath, seconded by Goldammer to approve the agenda. All members present voting "Aye". Motion carried.

4. Approval Of The Minutes

Board members reviewed the minutes from the September 15, 2020. Motion by Rice, seconded by Nath to approve the meeting minutes. All members present voting "Aye". Motion carried.

5. Director's Report

Kenkel reviewed written reports included in the agenda. Kenkel updated board members that there are now ten applications for the Adult Services Librarian position. He distributed an updated Proposal to Board of Trustees for Expanding Hours". He again recommended that library hours remain the same until all full-time positions are filled. Board members discussed this item. No one spoke in opposition. No action was taken. Motion by Rice, seconded by Goldammer to approve the director's report. All members present voting "Aye". Motion carried.

6. Financial Report & Approval Of Bills

No bills were submitted for approval. Board members reviewed the September budget reports and bank statement. Motion by Rice, seconded by Everson to approve the financial report.

7. Committee Reports

No committee reports were presented.

8. Communication & Correspondence

No communication or correspondence were presented.

9. Unfinished Business

No unfinished business as discussed.

10. New Business

A. SD Humanities CARES Act Grant Application Update

Kenkel reported that he was notified October 15 that Mitchell Public Library's CARES Act Humanities Relief Grant application to the South Dakota Humanities Council was approved and funded for the full requested amount of \$20,000. The city council accepted and approved the grant at the October 19 council meeting. Mayor Everson is scheduled to sign the "Grant Agreement & Contract" October 21. Kenkel will then submit all the necessary documentation back to the SD Humanities Council in order to receive the funds. All grant funds need to be expended before the end of the calendar year.

Kenkel distributed a budget for the grant. Projects planned include expanding the library's wireless network to the library parking lot, installing a people counter system, purchasing updated equipment for streaming library programming, updating a couple of public use computers, and purchasing new furniture that is easily sanitized.

B. Action To Revise Library Board Of Trustees By-Laws

Board members reviewed proposed amendments to the Bylaws of the Mitchell Public Library Board of Trustees. Board member Nath recommended two minor additional changes, which all members present accepted. Motion by Rice, seconded by Nath to approve the Bylaws as amended. All members present voting "Aye". Motion carried. Kenkel will post the updated Bylaws on the library's website under "Policies".

C. Programming Update

Kenkel updated board members that a previously scheduled children's program with Markie Scholz, puppeteer, was re-schedule to Friday, November 13. The event now will be online using FaceBook Live. The contract for this program was previously signed. The cost is \$300. Ms. Scholz has given permission that the library may keep the video recording of the puppet show on the library's FaceBook page for two weeks, which will allow more children and families to view the performance.

11. Citizen's Input- Public Presentation To, Or Discussion With, The Board.

No citizen input was offered.

12. Board Input

Board president Temple thanked Kenkel for writing the successful CARES Act Humanities Relief Grant application. This grant will allow the library to accomplish numerous goals.

13. Adjournment

There being no further business, President Temple declared the meeting adjourned at 6:04 PM. The next meeting will be held at 5:00 PM on November 17, 2020 at Mitchell City Hall in the council chambers.