

**MINUTES OF THE BOARD OF TRUSTEES MEETING
YANKTON COMMUNITY LIBRARY**

Regular meeting, November 12, 2008, at 5:30 p.m.
Director's Office

Board President Carol Hamvas called the meeting to order at 5:34 pm. Present were Board members Dores Allan, Alicia Cornemann, David Knoff, and Allen Sinclair; Library Director Kathy Jacobs; Children's Librarian Lola Harens and Friends of the Library representative Karen Kubal. Absent with no regrets was Don Gannon and with regrets, Jane Bobzin.

Hamvas asked for additions to the agenda. Jacobs requested an executive session be added.

Minutes:

The minutes from the October 2008 meeting were examined. Sinclair moved approval; Knoff seconded. Unanimous approval.

Minutes from the October 2008 building retreat were examined with Knopf moving approval and Sinclair seconding. Unanimous approval.

Financial Report:

November 2008 bills: Knopf moved approval on the bills with a second by Allan; unanimous approval on roll call vote.

Financial report: Motion by Knoff, second by Allan to approve Financial Report; unanimous approval with roll call vote.

Communications and Correspondence: none

Director's Report:

Jacobs updated several items:

1. Circulation desk is ready to use. Staff will make the move tomorrow.
2. Open house is Saturday, November 15, from 2-3 p.m.
3. After school movies begin on November 20.
4. November 13 is author Jerry Wilson's presentation.

Children's librarian Lola Harens updated the Board on story hours in the library and those that will be taken to day cares as well as the American Library Association's *National Gaming Day @ your library* which will be held from 1-3 p.m. on Saturday, November 15.

Old Business:

Circulation desk:

This was discussed during Director's Report.

Policies:

Personnel policies, public service policies, and the publicity and public relations policy were discussed. Motion by Sinclair and second by Cornemann to accept policies with written changes. Unanimous approval.

The teacher card policies were discussed. After discussion, “teacher in the Yankton School District” was changed to “staff member in the Yankton School District.” All other changes acceptable. Motion by Knopf and second by Sinclair to accept policies as changed. Unanimous approval.

New Business:**Agreement for Provision of Library Services:**

Motion by Knopf, second by Allan to accept this agreement with Yankton County as printed with the County paying \$20,000 to the City of Yankton for library services for all Yankton County residents for the fiscal year January 1, 2009 until December 31, 2009. Unanimous approval.

Memorandum of Understanding with Retired Senior Volunteer Program:

Motion by Sinclair, second by Knopf to accept the memorandum as printed. Unanimous approval.

Other Business:

Motion by Sinclair with second by Knopf to go into executive session to discuss at 6:19 p.m.

Motion by Cornemann with second by Knopf to come out of executive session at 6:41 p.m.

Meeting adjourned at 6:49 p.m.

Respectfully submitted,

Kathy Jacobs, Library Director