

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

Regular meeting, March 11, 2009, at 5:30 p.m.  
Meeting room

Board President Carol Hamvas called the meeting to order at 5:30 pm. Present were Board members Dores Allan, Terre Berkland, Jane Bobzin, David Knoff, and Allen Sinclair; Alicia Cornemann was absent with regrets. Library Director Kathy Jacobs, Children's Librarian Lola Harens and Friends of the Library representative Karen Kubal were also present.

There were no additions to the agenda.

**Minutes:**

The minutes from the February 2009 meeting were examined. With the following edited clarification under Policies, "The Board requested that in the ILL policy, patrons be notified of the new \$5.00 fee per item if those ILL items are not picked up at the time that staff makes the first notification to patrons that their materials have arrived," Knoff moved to accept the minutes as amended; Allan seconded the motion. Unanimous approval.

**Financial Report:**

February 2009 bills: discussion was held. Jacobs showed the new book bags the library has purchased to be used for book kits for book clubs. The Board discussed the possibility of selling the bags.

Financial report: reviewed with no discussion

**Communications and Correspondence:** Jacobs informed the Board that the library did not receive the ICMA grant for the laptop lab.

**Director's Report:**

Jacobs updated several items:

1. Fifteen agencies attended the agency meeting. They are pursuing a way to get both print and electronic format of a brochure for immediate and emergency assistance for those who are struggling because of the economy and a list of referral contact information for those non-immediate and emergency agencies. Jacobs will meet with a task force tomorrow to review form and begin process of information gathering.
2. The first meeting for the formation of a new book club is set for Thursday, April 9, 7 p.m. This will give time to advertise to pick up more interested people.
3. Closing date for eighteen hour position is March 23.

**Children's Librarian Report:**

Harens updated the Board on Read Across America/Dr. Seuss' birthday, Teen Tech Week presentation at the Boys & Girls Club and the summer reading program. She also shared a Braille book from the collection.

**Old Business:****Building Task Force:**

Jacobs shared the findings she received from Dave Mingo/Joe Morrow, Planning and Zoning, City Hall on the current library facility. If a construction project were to take place, it appears that this building is not suited to adding another story as there are questions about the stability of the soil in the way the footings were poured and the roof will not support the weight requirements of a floor for a second story. It would mean that this building would need to have the roof taken off and essentially be gutted and soil/footings retested before any additional work could move forward.

David Leonard has joined the building task force.

Hamvas and Sinclair told the Board of the energy and drive that the task force members have and believe it is a great group to move the project forward.

**New Business:****Book Bags:**

Sinclair moved and Berkland seconded a motion to have the library sell the books bags at a price of \$12.00 per bag. After discussion, Allen amended his motion to add “with approval from the City.” Berkland seconded the friendly amendment. Unanimous approval on both amendment and motion.

**Library Foundation 501(c)(3):**

Jacobs explained the need to begin moving toward forming a foundation as more grants are requiring this and, if we are looking at a capital project, this must be in place for potential donors and building grants. The Board discussed possible names of people who might be asked to serve on a foundation. Jacobs stated that one Board member and one member of Friends of the Library should be on the foundation board. It is also good to have someone with an accounting background as IRS documents will need to be filed annually. Hamvas asked Knoff and Berkland if they would be interested in serving on the foundation. The Board is to bring names back to the April meeting. A foundation would meet on a quarterly basis. A constitution would be the first order of business which would likely come from sample templates of existing foundations.

**Other Business:**

Motion by Knoff with second by Sinclair to go into executive session to discuss personnel at 6:21 p.m. Motion by Bobzin with second by Allan to come out of executive session at 6:31 p.m.

Motion by Knoff with second by Sinclair to adjourn meeting. Meeting adjourned at 6:35 p.m.

Respectfully submitted,

Kathy Jacobs, Library Director

