

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

Regular meeting, March 9, 2011, at 5:30 p.m.
Library Meeting Room

Board President Dores Allan called the meeting to order at 5:32 p.m. Present were Board members Terre Berkland, Jane Bobzin, Alicia Cornemann, Allen Sinclair, and Judy VanDerhule; Library Director Kathy Jacobs was also present.

Absent with regrets was Judy Clark.

Minutes:

The minutes of the January meeting were examined. Bobzin moved approval of minutes with second by Sinclair. Unanimous approval.

Financial Report:

There were no questions. Jacobs stated that she will apply for the first half of the County funds, \$10,000, the first of April.

Communications and Correspondence:

Jacobs received a letter from former Board member Catherine McGovern. Allan stated that she continues to hear positive comments on the library's publicity from individuals, the Women's Club and forum.

Public Comments:

none

Director's Report:

Jacobs updated the Board:

- Four people attended the Brown Bag the police and fire departments.
- Four people attended the presentation by Anthony Lis.
- Jacobs stated that she completed the online 2010 Annual Report and will now work on a written document that the Board and City Commission will receive.
- Staff completed training on OverDrive and it is scheduled to go live on March 28.

Old Business:

Mission Statement:

Motion by Berkland with second by Cornemann to continue to use the current mission statement. Unanimous approval. The statement is as follows: "The mission of the Yankton Community Library is to uphold the public's freedom of access to information by providing a dynamic collection in a variety of formats and technologies, and to respond to the needs of the community through timely services and programs."

New Business:**Foundation Request:**

Motion by VanDerhule with second by Berkland to purchase the first year of liability insurance for the Library Foundation, using Library Trust Fund money. Unanimous approval.

CIP Budget:

Jacobs discussed the \$9,000 from the 2010 budget in the New Library-Architectural Fees line that will be brought over into 2011 as part of the supplement as only \$6,000 of this was spent to pay Architect Jim Schramm. He will receive \$4,000 for his remaining work and \$5,000 is in the budget to pay for soil testing if the Commission decides to support a building project.

Jacobs then moved to 2012 and addressed the \$10,000 in the Remodel Bathrooms line. Her plan is to zero out that line and ask that the money be placed in the Print Management/Scheduling System line so that software that makes everyone pay for all prints before they print and also schedules computers can be purchased when the current copier/printer lease expires and a new machine is leased. She and Duane Johnson are currently researching this project.

VanDerhule explained how the CIP budget process works.

Other Business:**Adjourn:**

Meeting was adjourned at 6:08 p.m.

Respectfully submitted,

Kathy Jacobs, Library Director