

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

Regular meeting, October 12, at 5:30 p.m.
Library Meeting Room

Board President Alicia Cornemann called the meeting to order at 5:34 p.m. Present were Board members Pauline Akland, Terre Berkland, Judy Clark, and Allen Sinclair; Library Director Kathy Jacobs was also present.

Absent with regrets were Jane Bobzin and Jim Miner.

Due to the SDLA convention and a vacation day, Jacobs did not send out packets via mail but sent them electronically on October 12. Jacobs had informed the Board at the September meeting that this would happen.

Minutes:

The minutes of the September meeting were examined. Sinclair moved approval of minutes with second by Berkland. Unanimous approval.

Financial Report:

Sinclair asked if there were concerns about the finances and Jacobs stated there were none.

Communications and Correspondence:

Jacobs passed around program from the Jacobs F. Kinna memorial. Kinna's remains were recently moved to the Yankton Municipal Cemetery. Both Teresa Bosch and Glenda Lanning helped the family with research into the life of this Civil War veteran, and their names were listed in the "Special Thanks" page of the memorial program.

Director's Report:

Jacobs updated the Board by going through the report item by item as some had not received their packets in advance of the meeting.

It was noted in the six month comparison data that there were incorrect numbers for the 2011 totals. Jacobs will correct this and submit the comparisons in the November packet.

Old Business:

Interlibrary Loan Policy:

This policy was resubmitted to the Board with appropriate changes made to reflect the fine schedule for interlibrary loans that the library uses for its own collection. Motion by Akland with second by Clark to approve the policy as written. Unanimous approval.

New Business:

AV Equipment Loan, Fines/Fees Policy:

Motion by Berkland with second by Sinclair to accept the policy as written with no circulation or user fee for the new typewriter. Unanimous approval.

Paperless Meeting Packets:

Jacobs explained her desire to move to paperless meeting packets for those Board members who were willing to do so. After a brief discussion, Board members chose between e-mail and postal mail packets. From now on, packets will be delivered to Board members according to their wishes.

Other Business:**Community Survey:**

Jacobs passed out the most recent Community Survey from the City. She asked Board members to look through the survey and it would be an agenda item for discussion at the next meeting.

Adjourn:

Motion by Akland with second by Berkland to adjourn. Meeting adjourned at 5:59 p.m.

Respectfully submitted,

Kathy Jacobs, Library Director