

**Beresford Public Library**  
**Board Minutes**  
**February 27, 2024 @ 5:30 pm in the library**

**Present:** Stephanie Peterson, President, Renee James, Tosha Schurch, Ashley Halvorson, Laura Hoelsing, Troy Boone, and Jane Norling; Library Director/ Secretary

**Absent:** none

Stephanie Peterson called the meeting to order at 5:30 pm.

**Review of minutes:** The minutes from November 28, 2023, were reviewed. A motion to approve the minutes was made by Laura Hoelsing. Second by Ashley Halvorson. Motion carried.

**Correspondence & Donations:**

Donations:

December: J. Birnie \$4,000.00 donation. 4<sup>th</sup> grade store \$301.60. J. Nygaard to the library foundation \$2,000.00 and donation jar was \$24.20. January: we received a donation from Jerry's Chevrolet for \$1,000.00. February, we received the Lincoln County tax allotment of \$4,500.00 and the Clay County tax allotment of \$1,500.00.

**Director's Report:**

**Library Happenings:**

- **Storytime and programming:** We are continuing our monthly story time events. Annie and Jennifer switch off doing the story time events. We are still doing some passive programs and scavenger hunts.
- **Homeschool hangout:** Jennifer continues the homeschooling monthly event, and it has been going well. She gets a nice turnout, and the kids have fun.
- **After school crafts:** Annie and Jennifer had a couple of Christmas craft events after school.
- **Angel tree book donations:** The library did receive donations for books, and we distributed between 125 and 130 books to the angel tree recipients.
- **Inventory:** Inventory was completed. We only lost a couple of items but had several magazines missing again. Jane had seen those magazines when she started inventory in the SD section so after looking at the camera, she did find the person that took the magazines and called them. Most of the magazines were returned and hopefully this will no longer occur.
- **Annual report:** Jane completed the annual report for the SD State Library and each board member was provided with a copy of the report. Jerry and Elaine were both provided a copy of the report and the council will also receive the report for review.
- **Summer reading performers and Jumpstart in February:** Annie and Jennifer have most of the performers lined up for next summer. They will be attending the annual

summer reading workshop in Lennox on Thursday, February 29<sup>th</sup>. They are doing a great job lining everything up.

- **Elementary book bingos/40 book challenge:** The library started serving 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade students a few years ago to help them meet their book challenges. We do have biography, informational text, more fiction, and audiobooks that the elementary does not have available for the students.
- **Degan meeting-Elementary library services:** Dr. Degan and Mr. James met with Jane and Annie at the library last fall. They wanted to know if we would continue to serve the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade elementary students. We are happy to do that but did express that the students would need access to popular content as we generally have one or possibly two books of the new and popular titles and that we hoped they would continue to provide at least a partial collection of materials to aid in book access for the students. They did state the teachers had their own libraries. Jane mentioned to the board that after the meeting she also realized that sometimes due to holidays or snow days that the students were not able to make it to the library and we do want to make sure the students have as much access as possible so hopefully we are an addition to their needs and not a replacement of the elementary library.
- **Spanish grant:** The library received a \$2,000 grant to increase our Spanish audiobooks for children. The grant was from the Clayton and Odessa Ofstad Foundation through the Beresford Area Foundation. This was a welcomed addition for Spanish speaking elementary students.
- **E-rate:** Jane has completed the e-rate forms to date. We should be able to qualify again for the 60% reimbursement from e-rate.
- **New Materials:** We have gotten a few new materials including Tonie boxes, Wonderbooks, and the Spanish language Playaway audio titles.

### **Treasurer's report:**

The bills for December 2023, January and February 2024 were reviewed by Renee James. Board members were presented with a listing of the expenses. Financial budget reports from the city were given to each board member. The library checking balance is \$38,893.37 and the savings/gift balance is \$40,383.28.

The board was presented the final year end budget for 2023. Jane pointed out that we were over \$6,000 under our budget without counting the bathroom budget that we will be using this year instead of last year. The final total unspent of the 2023 budget was \$46,392.15.

The board members were given year end reports of the library foundation accounts. The Beresford Public Library fund #00823 has a balance of \$27,848.48. The Beresford Public Library Designated fund #01344 has a balance of \$9,202.42.

A motion was made by Ashley Halvorson to accept the treasure's report. A second was made by Laura Hoelsing. Motion carried.

## **Old Business:**

**Bathroom remodel:** The bathrooms are moving along. One bathroom is finished, and they are now working on the last two at the same time. Dave Twite hopes to have the project completed by the end of March.

**Mission statement & strategic plan:** Jane did tape up the top mission statements that were preferred by the board and staff. We did discuss some of the pros and cons. Jane will do some revision of the statements and bring them back at the next meeting.

## **New Business:**

**Annual library report:** All board members have a copy of the report. We did a brief review of the report and board members are encouraged to ask questions or email Jane if they have any questions about the reported information.

**Next meeting:** The board will not meet in December so our next meeting will be March 26th at 5:30 pm.

**Adjournment:** The meeting was adjourned at 6:15 pm. Laura Hoelsing motioned to adjourn and Ashley Halvorson seconded the motion.