

Beresford Public Library
Board Minutes
August 29, 2023 @ 6:00 pm in the library community room

Present: Stephanie Peterson, President, Renee James, Tosha Schurch (arrived 6:20), Laura Hoelsing and Jane Norling; Library Director/ Secretary

Absent: Troy Boone, Ashley Halvorson

Stephanie Peterson called the meeting to order at 6:23 pm.

Review of minutes: The minutes from June 27, 2023 were reviewed. A motion to approve the minutes was made by Laura Hoelsing. Second by Renee James. Motion carried.

Correspondence & Donations:

Donations:

July: \$60.00 given in memory of Tony Akland

August: \$20.00 given in memory of Tony Akland and \$20.00 from the donation jar.

Director's Report:

Library Happenings:

- **Fall programming:** Annie is going to try an evening story time along with our regular monthly Storytime. Jennifer is planning a home-school program in September.
- **State Park Passes:** We are seeing a low circulation of passes. I had expected them to be checked out more but sometimes it takes a while for people to understand how it works despite advertising.
- **E-Rate:** We are approved for E-rate and all forms have been filed.
- **New employee Jennifer:** Jennifer Clever is doing a great job working with Annie and the children's programming. Jane is planning on asking the city council to move her into the part time children's librarian position along with Annie. Jane would also propose to the council that she is able to work more than 20 hours and qualify for state retirement only.
- **Strategic Planning training:** We will focus on the budget this meeting and revisit the strategic plan this fall.
- **Library 100th birthday:** Jane would like to celebrate the birthday of the library after the homecoming parade with cake. Laura pointed out, from the historical info they were given, that originally they had a donut fundraiser so we could get donuts for the celebration! That is a great idea! Of interest the library was open

15 hours a week in 1959. They expanded to 32 hours a week in 1992 and are open 43 hours a week as of 2003.

- **Microsoft 365 / email:** Jane was able to sign the library up as a non-profit therefore we can get six accounts of Microsoft 365 for free each month. We are moving our emails since BMTC is no longer going to host email.
- **SDLA:** Jane will be attending SDLA at the end of September in Rapid City. The next meeting date will conflict with the conference.

Treasurer's report:

The bills for July and August 2023 were reviewed by Renee James. Board members were presented with a listing of the expenses. Renee noted that in the July listing that the Leader Courier was listed as \$38.58 but should have been \$38.50. Jane will correct this. Financial reports from the city were given to each board member. The library checking balance is \$31,095.40 and the savings/gift balance is \$40,322.53. A motion was made by Laura Hoelsing to accept the treasure's report with the correction noted. A second was made by Tosha Schurch. Motion carried.

Board members were given a copy of the foundation report through June 2023. The public library fund #00823 has a balance of \$26,685.34 (\$6,005.15 is available to spend). The designated fund #01344 has a balance of \$6,861.67.

Old Business:

Bathroom remodel: Jane received a bid from Twite Construction yesterday for \$75,581.12. We will address this with the budget.

Garden: Kelly removed all the plants in the garden except shrubs and trees. He plans to get new plants going and plant some of them this fall. He felt that most of the plants were at the end of their plant life.

Mission statement & strategic plan: This is postponed to a later meeting date.

New Business:

Annual Budget: The budget was presented to the board members that were present. Each line was reviewed. Jane stated that she met with Jerry and Elaine and Jerry felt it was best to budget for the entire remodel for next year since we do not know if Twite will be able to do any construction yet this fall. If we do use some of the budget this year then we will not use all the amount budgeted next year. If we have an air conditioner

that fails, we will go to the council and ask to have it repaired and get a special addition to the budget. The library checking account will cover \$20,000 of the bathroom remodel costs. **A motion to approve the annual budget and submit it to the city council was made by Renee James. A second was made by Laura Hoelsing. Motion carried.**

Change meeting date in September: The board will meet on Monday, September 25th at 6:00 pm.

Adjournment: The meeting was adjourned at 7:15 pm.

Respectfully, Jane Norling, Secretary & Library Director