**Custer County Library Board**

**Minutes**

**November 14, 2018 Library Conference Room**

*The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, October 10th in the Library Conference Room. Trustees in attendance were Jim Laverick, Marcy Swanda, and Renee’ Star. Renee presided over the meeting and Doris Ann Mertz recorded minutes.*

**AGENDA CHANGES/CORRECTIONS**

**MINUTES**

* **October 10th Board Minutes** *Marcy moved to accept the minutes as presented. Renee’ seconded the motion. The motion carried*

**TREASURER REPORT**: *Marcy moved to approve the treasurer’s report. Jim seconded the motion. The motion carried.*

* **GENERAL CHECKING : $9,530.89 as of 10/31/18**
* **COUNTY SPREAD SHEET: Balance: $38,478.26 81.7% expended**

**LIBRARIAN REPORT:** *Trustees received a hard-copy of the Librarian Report discussing the topics below and including the library statistics for October. The report is attached to and is part of this month’s minutes.*

* **Foundation**
* **Who’s On My Wi-FI**
* **Christmas Eve and New Year’s Eve**
* **Creative Writing**

**UNFINISHED BUSINESS***:*

* **Letter of Support from Foundation**

*The Foundation unanimously approved writing a Letter of Support to the County Commission. Ann wrote the letter and sent it to Commissioner Lampert. A copy of the letter is attached to the library report.*

* **Facilities Improvement –** *Mark Hartman has asked Craig Walz to provide a quote to the county regarding what he would charge to be the project manager for the library addition and coordinate with us to write the bid specs.*
* **BHAL Training – November 1st --** *Doris Ann attended the training and learned about creative marketing, teaching technology to seniors, and incorporating STEAM into literacy programs.*

**NEW BUSINESS***:*

* **Review of Policy pages 13-18 and Appendices E & I –** *Doris Ann distributed the “Diverse Community of Life-Long Learners” section and “Conclusion” of the CCL policy. Some changes she recommended were noted in red. She also had some minor changes to recommend to Appendices E & I. The board can adopt the revisions made to the policy this year* in toto *at the December meeting.*
* **Library Director Performance Evaluation –** *The Board forwarded their e-mail conversation regarding the director evaluation to Doris Ann for her to print off and review. Jim made a motion to approve the performance evaluation sentiments expressed by Pat and Seyward in the e-mail exchange (attached). Marcy seconded the motion. The motion carried. Doris Ann will coordinate with Seyward to send a signed evaluation to HR for inclusion in her file.*

**ANNOUNCEMENTS:**

* Meet a Midshipman – November 19th @ 6 p.m.
* Library Closed – November 22nd – 24th for Thanksgiving
* ACT Test Prep –November 27th and December 4th @ 6 p.m.
* Chat & Craft – Wednesdays at 3:00 p.m.
* Book Chat – November 29th @ 4:30 p.m.
* Christmas Cards for Hospitalized Kids – December 7th @ 11:00 a.m.
* Christmas Luncheon – December 12th at noon

**ADJOURNMENT:** *The meeting was adjourned at 1:30 p.m.*

**NEXT MEETING:** *December 12th at* ***11:00 a.m..****, followed by the Potluck Christmas Luncheon*

**

Doris Ann Mertz

Secretary/Treasurer

**Librarian Report – November, 2018**

**Foundation Update**: The Foundation held their latest meeting on October 18th at 9:30 a.m. At their meeting, they voted for Rose Mary Kor to join the Executive Council as a Member-at-Large. They approved the Library Board’s request to send a letter to the County Commission supporting the library’s proposed expansion. President Ann Snow sent a letter dated October 19th to Chairman Phil Lampert expressing their unanimous approval to “provide financial assistance to build and furnish this addition beyond the $150,000 requested from county funds.” A copy of this letter is attached to this report for future records.

**Who’s On My Wi-Fi:** We installed Who’s On My Wi-Fi on October 9th, and it has been tracking our Wi-Fi use since then. It tracked 542 sessions in 22.5 days, so we extrapolated the 24.09 average sessions per day out for the month for 747 sessions.

**Christmas Eve and New Year’s Eve**: At their October 24th meeting, the county commission followed the state’s lead and granted county employees a holiday on Christmas Eve and New Year’s Eve.

**Creative Writing:** Larkin Black, the Senior who was leading the Creative Writing Club, had serious injuries from a car accident and hasn’t been able to lead the group. Her friend, Lily Fridell, decided to lead the club for the October 17th session, but there were only four in attendance. (Her mentor, Anne Morrow, had already posted on Facebook that the club meetings were postponed until further notice.) The group did not meet on October 31st. Lily was helping another classmate with her haunted house Senior Project on that date. I have not received any information on future meeting plans at this time.

