**Custer County Library Board**

**Minutes**

**August 14, 2019 Custer County Library**

*The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, August 14th at the Custer County Library. Persons in attendance were Trustees Pat Hoffman, Renee’ Starr, Jim Laverick, and Marcy Swanda and Library Director Doris Ann Mertz. Other attendees were Library Assistant Thea Teasley and Library Addition Project Manager Tony Warnke. Jim chaired the meeting and called it to order at 1:00 p.m.*

**AGENDA CHANGES/CORRECTIONS**

**MINUTES**

* **May 8th Board Minutes***: Pat moved to accept the minutes as presented. Marcy seconded the motion. The motion carried.*

**TREASURER REPORT**:

* **GENERAL CHECKING : Balance as of July 31 -- $13,095.48**
* **COUNTY SPREAD SHEET: Balance - $130,395.99 Expended 50.38%**

**LIBRARIAN REPORT:** *Trustees received a hard-copy of the Librarian Report for August discussing the topics below and including the Library statistics for July. The Report is attached to and is part of this month’s Minutes.*

* **Harry Potter Escape Room**
* **Branch Out Training**
* **Hermosa Book Sale**
* **Summer Reading Program**

**UNFINISHED BUSINESS***:*

* **Facilities Improvement**

*Project Manager Tony Warnke reviewed his Library Addition Specs Proposal and provided a copy of the door and window schedule. He asked the board to look over the specs and provide feedback on any changes/additions they would like. He pointed out that the last two specs regarding the electrical and HVAC stated that a plan “would be presented to the owner by the contractor as part of the contractor’s proposal for approval by the owner.” He explained that he hasn’t received timely and specific feedback from the local electrical and HVAC contractors and would like to proceed with an open-ended spec. in order to get the project out to bid. The Board elected to follow his recommendation. He said he would be meeting with Deputy States Attorney Susan Anderson after our meeting and would get a copy of the specs and door schedule to Commissioner Craig Hindle. A Boundary Survey/site plan has been completed by Andersen Engineers, and the county has received the bill for $678.94.*

* **2020 Budget Request**

*Doris Ann reviewed the library’s budget request with the County Commission on August 7th. No provisional budget has yet been adopted by the Commission.*

* **SDLA Conference in Spearfish – Sep. 25-27**

*Trustees are encouraged to attend part, or all, of the SDLA Conference in Spearfish. Hours will count toward required Board training. Registration, hotel, mileage, and meal expenses would be covered by the library. Doris Ann will send a link with the schedule to trustees.*

* **2019 Strategic Plan Update and Revision**

*At the July meeting, Trustees reviewed updates and revisions to the current Strategic Plan and provided suggestions. These suggestions were incorporated into the plan draft, which was sent out by email for review prior to the meeting. Marci moved to adopt the plan as presented. Renee’ seconded the motion. The motion carried unanimously.*

**NEW BUSINESS***:*

* **Trustee Training Video –** *Postponed.*

**ANNOUNCEMENTS:**

* Crafternoon Delight on Wednesdays at 3 p.m.
* Book Chat – August 29th at 4:30 p.m.

**ADJOURNMENT:** *The meeting was adjourned at 1:40 p.m.*

**NEXT MEETING:** *September 11th @ 1 p.m. at Custer County Library*

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Doris Ann Mertz

Secretary/Treasurer

**Librarian Report – August, 2019**

**Harry Potter Escape Room:** In celebration of Harry Potter’s Birthday, Thea offered a Harry Potter Escape Room on July 31st at 2 p.m. at the Custer Library. (We had offered this Escape Room in Hermosa on July 3rd as part of the Summer Reading Program.) We had 14 kids participate in the Escape Room. Sign-ups were required for this program. All of the kids won boxes of “Bertie Bott’s Every Flavored Beans” and enjoyed “Butterbeers.”

**Branch Out Training**: “Branch Out” training was offered West River to library support staff (assistants) for the first time ever on August 7th. All library assistants were offered the chance to attend. Thea chose to attend and learned about working with different personalities, cyber security, and taking care of library materials.

**Hermosa Book Sale:** The Hermosa Book Sale was held at the Custer County Fair from August 8th through 11th. This sale requires a lot of hard work on the part of Bert and her volunteers. They had their most profitable sale yet, with a profit of **$1,545** after the $50 booth rental. The CCL Foundation shared the booth to increase their membership and awareness on the east side of the county. Seyward bought a $50 Lintz Bros. gift card to raffle off for all new members. By Friday evening, the Foundation already had 12 new members. I have not received an update on Saturday and Sunday’s membership.

**Summer Reading Program:** See attached.

**Summer Reading Program 2019**

**Total: 2,296 hrs. read by 213 kids** *(+567, +58)* **236 bks. read by 22 teens** *(+42, -2)*

**Custer : 1,975 hrs. read by 180 kids** *(+580, +44)* **150 bks. read by 17 teens** *(-12, +2)*

**Hermosa: 321 hrs. read by 33 kids** *(-13, +9)* **86 bks. read by 5 teens** *(+54, 0)*

**CUSTER Enrolled Participated Read**

Partnered Reading 39 30 323 hrs.

Independent Reading 141 120 1,652 hrs.

Teen 34 17 150 bks.

**Total 214** *(+32)* **167** *(+12)* **1,975 hrs.** *(+580)* **& 150 bks.** *(-12)*

**HERMOSA Enrolled Participated Read**

Partnered Reading 9 7 88 hrs.

Independent Reading: 24 15 233 hrs.

Teen 10 5 86 bks.

**Total 43** *(+3)* **27** *(+3)* **321 hrs.** *(-13)* **& 86 bks.** *(+54)*

**Special Program Participants**

Flat Bison w/CSP on 6/4 (K6) 53 K + 11A = 64

Board Games on 6/5 (Family) 16

Butterflies w/CSP on 6/11 @ Hermosa (K6) 2K + 3A = 5

Galaxy Bottles on 6/12 (Teen) 2T + 1A = 3

Phases of the Moon on 6/13 (K6) 23K + 10A = 33

Leave No Trace on 6/18 (K6) 54K + 10A = 64

Harry Potter Escape Room on 6/19 @ Hermosa (10+) 7K + 1A = 8

Alien Slime on 6/20 (PK1) 11K + 7A = 18

Are You Smarter Than a Librarian on 6/26 (10+) 9K + 6A = 15

Space Escape Room on 7/3 (10+) 12K + 3A = 15

Butterflies w/CSP on 7/9 (K6) 62K + 14A = 76

Make a Solar System on 7/10 (K6) 5K + 5A = 10

Play-Doh Planets on 7/11 (PK1) 8K + 4A = 12

Rocket Science on 7/12 (Family) 12K + 10A = 22

Insects w/CSP on 7/16 (K6) 59K + 10A = 69

Tie Dye T-Shirts on 7/18 (Teen) 9T + 1A = 10

Summer Reading Closing Party on 7/24 (PK1 & K6) 24K + 28A = 102

Teen Closing Ice Cream Party on 8/8 (Teen) 5T + 2A = 7

**Total: 18 Programs (+12) 549 *(+305)***

**Custer Partnered and Independent Prizes:**

$50 Amazon Card (2), Evan’s Plunge (5), Old MacDonalds (1), Rushmore Taffy (3), Space Puzzle (1)

**Custer Teen Winners**

* $50 Amazon Gift Card – Megan Snyder
* Kindle Fire (2) – Katelynn Nelson & Ellianna Wollman
* $15 BAM Gift Card (3) – Natasha Winter, Kylee Ann Dvorak, and Elliana Wollman
* $15 AMC Gift Card (2) – Denali Rusch
* $10 Burger & Bun Gift Card (2) – Elliana Wollman & Kylee Ann Dvorak
* $10 Horatio’s Ice Cream (2) – Rachel Miklos & Natasha Winter

**Hermosa Partnered and Independent Prize Winners**

* Bike – Holland Sears
* $100 Sheel’s Gift Cards donated by Battle River Masonic Lodge #92 & Scheel’s All Sports (3) – Gabryela Johnson, Adelynn Preston, and Gage Pierce

**Hermosa Teen Winners**

* $50 Amazon Gift Card – Elspeth Rittberger
* $50 BAM Gift Card – Shayleigh Forgey

**2019 Summer Reading Program Expenses**

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