

**Custer County Library Board  
Minutes**

**May 8, 2019**

**Hermosa Library**

*The Custer County Library Board of Trustees met at 11:30 a.m. on Wednesday, May 8<sup>th</sup> at the Hermosa Library. Persons in attendance were Trustees Jim Laverick, Renee' Starr, Seyward Rittberger, and Marcy Swanda; Library Director Doris Ann Mertz; and Library Assistant Thea Teasley. Chairman Laverick called the meeting to order at 12:23.*

**AGENDA CHANGES/CORRECTIONS**

**MINUTES**

- ❖ **April 11<sup>th</sup> Board Minutes:** *Marcy moved to accept the minutes as presented. Seyward seconded the motion.*

**TREASURER REPORT:**

- ❖ **GENERAL CHECKING :** Estimated Balance as of May 8<sup>th</sup> was \$11,946.88
- ❖ **COUNTY SPREAD SHEET:** Balance - \$190,646.36 Expended 27.5%

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

- ❖ **AARP Tax Prep**
- ❖ **Bluebird Box Workshop**
- ❖ **Black Hills Storytellers and French Creek Folk**
- ❖ **Programming & Circulation Assistant Upgrade**
- ❖ **Summer Reading Program**

**UNFINISHED BUSINESS:**

- ❖ **Facilities Improvement**

*The Building Committee met on Monday, April 15<sup>th</sup> at 2:30 p.m. at Do-It-Best Hardware. Those in attendance were Craig Walz, Craig Hindle, Jim Laverick, and Doris Ann Mertz. Foundation representative Rose Mary Kor was unable to attend. Craig reviewed the current estimate for the addition and asked for input regarding the options for the furnace. The estimate discussed would range from the low to mid \$200,000s. This estimate would not cover floor coverings, window treatments, the room divider, and furnishings.*

*Craig Walz called Doris Ann on May 7<sup>th</sup> and informed her that he would be unable to continue serving as Project Manager for the library addition due to his wife's medical prognosis and an imminent move to Brookings. He advised that Tony Warnke would be able and willing to fill the role of Project Manager if the Library Board and Count Commission were willing. Doris Ann talked to Craig Hindle, and he was going to get direction from the County Commission and their legal counsel. Craig also volunteered to talk to Bonnie, who owns Do-It-Best to see what we owe for Craig's time spent on the project thus far. Jim made a motion to proceed with Tony Warnke as Project Manager, contingent upon his approval by the County Commission. Marcy seconded the motion. The motion carried.*

❖ **Black Hills Area Library and Trustee Training – 4/25 from 10 a.m. to 4 p.m.**

*Jim, Marcy, Renee', Doris Ann, and Thea attended the training. All participated in the "Finding Your Why" training by Sarah Baker and the "Cyber Security" training by Kaitlin Seagraves. Thea was the only one who could stay for the last session on School and Public Library Collaboration. Doris Ann will work with Casey Martin from RCPL to obtain documentation of Trustee Training Hours.*

**NEW BUSINESS:**

❖ **Sarah N. Dipity Donation -- \$1,692.15**

*The annual donation has been deposited, and Doris Ann has sent a Thank You note.*

❖ **2020 Budget Request Approval**

*Doris Ann presented the library's budget request for 2020 for "Other Expenditures" and "Capital Outlay." She provided a breakdown for the 422 "Professional Fees." The overall request in these two sections is not changing from 2019, though the library is requesting a decrease in "Professional Fees" (decrease in BHL Consortium request), an increase in "Travel" (for Library Training Institute for Thea) and an increase in "E. Annex Utilities" (improved internet speeds at Hermosa). She did not provide numbers for the "Personal Services" as the Auditor traditionally completes that section with guidance from the Commission on wage increases. Marcy moved to approve the 2020 Budget Request as presented. Renee' seconded the motion. The motion carried.*

**ANNOUNCEMENTS:**

- ❖ Crafternoon Delight on Wednesdays at 3 p.m.
- ❖ Hermosa School – Summer Reading Promo Field Trips – Today & May 16<sup>th</sup>
- ❖ Custer Summer Reading Promo Visits – May 13<sup>th</sup>
- ❖ Are You Smarter Than a Librarian – Friday, May 10<sup>th</sup> at 2 p.m.
- ❖ NARFE Presentation about the Library – Friday, May 17<sup>th</sup> at 11:30 a.m. at Pizza Works
- ❖ Doris Ann's Vacation – May 20<sup>th</sup> - 24<sup>th</sup>
- ❖ Book Chat – May 30<sup>th</sup> at 4:30 p.m.
- ❖ One Book SD Author, Kent Nerburn, presentation – June 10, at noon

**ADJOURNMENT:** *The meeting was adjourned at 12:23 p.m.*

**NEXT MEETING:** *July 10<sup>th</sup> @ 1 p.m. at Custer County Library*



Doris Ann Mertz  
Secretary/Treasurer

## Librarian Report – April, 2019

**Foundation Update:** The Foundation Council met on February 27<sup>th</sup> and April 3<sup>rd</sup>. They adopted a Five Year Plan at their February meeting. They participated in the Custer Trade Show on March 2<sup>nd</sup>. Rose donated a \$50 Jenny's Floral Gift Certificate for a drawing among those who signed up for Foundation membership. At the Trade Show, they collected \$251.75 in donations through the Book Sale, had 19 new memberships, and had one new copper leaf donor. The Building Committee approved having a Foundation Council member on their Committee, the Council has appointed Rose Mary Kor. The Council will hold its next meeting in Hermosa on June 5<sup>th</sup> at 11:30 a.m.

**Teen Programs:** Following last year's trend, there's less interest in the ACT Prep Sessions than there was during the fall semester. The March session had 3 students. Several have binders checked out, but not many have been able to make meetings. Thea held her first "Minute To Win It" Game Night on March 14<sup>th</sup> and had 12 tweens/teens in attendance. She hosted a Board Games program on Friday, April 5<sup>th</sup>, which had 11 participants.

**Summer Reading:** We are gearing up for Summer Reading. Thea and I attended a "Jump Start" training on February 26<sup>th</sup> in Hot Springs. Our program will run from May 8<sup>th</sup> through July 24<sup>th</sup>. The theme this year is "A Universe of Stories." We have booked the Journey Museum's Planetarium for our closing party on the 24<sup>th</sup>. Custer State Park naturalist, Emily Hiatt, will be presenting five nature programs over the summer, and Thea is planning various programs for different age groups. I have applied for a \$500 grant from Dollar General, but have not heard back from them.