**Custer County Library Board**

**Minutes**

**August 19, 2020 Library & Zoom Meeting**

*The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, May 20th at the Custer County Library and via Zoom Meeting. Persons in attendance were Trustees Renee’ Starr (Zoom), Pat Hoffman, Jim Laverick (Zoom), Seyward Rittberger (Zoom), and Library Director Doris Ann Mertz. Renee’ chaired the meeting and called it to order at 1:02 p.m.*

**AGENDA CHANGES/CORRECTIONS**

**MINUTES**

* **July 15th Board Minutes***: Seyward moved to accept the minutes as presented. Pat seconded the motion. Renee’ – Aye, Seyward – Aye, Jim – Aye, Pat -- Aye.*

**TREASURER REPORT**:

* **GENERAL CHECKING :** *$20,100.07 as of August 7, 2020*
* **COUNTY SPREAD SHEET:** *July Balance of $116,025.11 with 56.49% expended. However the June bills for Golden West (2) and the 1st Interstate Credit Card were not deducted on the spreadsheet.*

**LIBRARIAN REPORT:**

* **Foundation** *–The next meeting is September 10th at 1 p.m.*
* **Summer Reading Program –** *The reading program concluded on August 1st. Raffle prize drawings were conducted on ReadSquared on August 18th. Kids are dropping by to pick up their participant bags and their raffle prizes. A review of the statistics will be provided at the September meeting. Results will also be shared in our first newsletter.*
* **Black Hills Reads COVID Slide Grant –** *We received the $2,000 grant for our Summer Reading Program at the end of July. We have spent most of it, but we are still ordering some supplies to replace the craft supplies used this summer before we received the grant.*
* **SD Humanities CARES Grant Application** *– Doris Ann submitted a South Dakota Humanities CARES Grant application requesting $10,000 for COVID-related expenses. Requested funds would cover the buyout of Mary’s leave, 2 weeks of training for the new assistant under Mary, and the recent purchase of two Plexi-glass units. The grant closes on August 31st.*
* **John T. Vucurevich Foundation –** *Doris Ann is in the process of submitting a grant request for $10,000 on behalf of the Black Hills Library Consortium to this the JTV Foundation in order to purchase more e-books and audio-books for the Consortium’s OverDrive collection. The downloadable collection has become increasingly popular due to COVID. Demand is expected to increase during the colder months.*
* **“Toward Gigabyte Libraries” with Carson Block –** *Doris Ann is attending this six-hour online training that is spread over three days in order to learn more about network equipment, broadband, and the requirements of the Children’s Internet Policy Act (CIPA). (Compliance with CIPA is required if we accept the SD Library CARES Technology Grant we were awarded.)*

**UNFINISHED BUSINESS***:*

* **Facilities Improvement** *– Painting is finished. The sidewalk area has been dug out and will be poured next week. Carpet and doors are being installed. Furniture will be delivered on August 26th. The Parking Lot repaving project has been put out to bid. Bids will be opened at the September 2nd Commissioner Meeting.*
* **COVID-19 Discussion** *– The Commission has adopted a new COVID-19 Protocol for the Courthouse to include the taking of temperatures and wearing of masks of those who enter the building. Trustees received a copy of the minutes of the special meeting discussing the Protocol. The library and highway were given direction to proceed under their current protocols. The Courthouse Building is being cleaned every evening at a cost of $5,000/week. If spread heightens, the library can always switch back to curbside. If anyone at the library tests positive and had recent contact with other employees, it may be wisest to just close completely for a couple of weeks. The library office does not allow adequate social distancing among staff, and proper sanitizing of an additional building is cost prohibitive.*
* **2021 Budget Process Update** *– The budget must be approved before October 1. The Commission had a budget work session on the agenda for their meeting today. (Minutes revealed no budget discussion occurred.)*

**NEW BUSINESS***:*

* **2020 Policy Update –** *Doris Ann reviewed some minor suggested changes in the CCL Policy and reviewed the proposed “Meeting/Study Room Policy” and “Meeting/Study Room Agreement,” which were developed with input from trustees at the July meeting. No changes to these sections were suggested by trustees. She also explained that the State Library informed libraries this week that those who were awarded CARES Technology Grants will need to comply with CIPA to receive the funds. In order to meet CIPA compliance, an “Internet Safety Policy,” including specific language and filtering of material that is pornographic, obscene, or harmful to minors needs to occur. The library currently has no filter on the internet. The board asked her to work with Charles on filtering options. If an efficient and cost-effective filtering method is available, the proper language will be added to the policy and a public hearing on the “Internet Safety Policy” and proposed filtering will be held at September’s meeting, prior to adoption of the 2020 Policy revision* in toto*.*

**ANNOUNCEMENTS:**

* **CLOSED for Labor Day – September 7th**

**NEXT MEETING:** *September 16th at 1 p.m.*

**ADJOURNMENT:** *The meeting was adjourned at 1:44 p.m.*

**

Doris Ann Mertz

Secretary/Treasurer