

## Harrisburg Library Board Minutes

Thursday, December 14, 2023

5p.m., Harrisburg Board Room

**Roll Call and declaration of quorum.** Kama Konda-Varilek, Rob Doyen, Kevin Maxwell, Stephanie Bouza, Barb Patterson, Eve Langerock, Cheyenne Chontos.

**Amendment/Adoption of Agenda.** Agenda adopted with no changes.

**Review of financial and statistical reports.** Reviewed [November 2023 financial reports](#) and the upcoming [2024 library budget](#).

### Library Director/Staff Reports:

November 2023 Attendance:

- 357 Adults
- 382 Children
- 739 Total (in library attendance)
- 41 Phone Calls
- 8 New Members

November 2022 Attendance:

- 379 Adults
- 330 Children
- 709 Total (in library attendance)
- 6 New Members

Konda-Verilek discussed that in the future the library consider being open normal hours during school breaks, such as over the winter holiday breaks.

Bouza and Patterson asked that in future attendance reports that the “new members” numbers be more specific as to how many individuals are signed up under the new account.

Maxwell shared that Larry Klipfel is no longer with the City of Harrisburg. Any projects that had previously been done with Larry should be directed to the Director (Chontos) or to the City Administrator, Andrew Pietrus.

**Public Input:** (Comments limited to 10 minutes) No public input at this time.

### Unfinished Business:

#### [Sensory Santa Event:](#)

- 30 Adults Attended
- 34 Children Attended
- 8 Survey Responses

The Sensory Santa survey responses were all positive, and all 8 survey respondents stated they would like to see similar sensory-friendly events, such as story times.

**New Business:**

Management systems: Discussed looking into the funding for Follett Destiny and if there is a more effective, public library focused system that could be purchased and implemented instead. Langerock has sent some research to Chontos to begin looking over. Chontos will look into the funding of Destiny for the January 2024 meeting.

Destiny Discover update: Discussed patrons' ability to sign into Destiny Discover to renew materials, put materials on hold, view due dates, and view fines online. The next step the library is preparing to take is to spread awareness of the online login to the patrons via bookmarks with patron usernames and passwords, along with signs around the library.

[Community survey](#): Discussed a community survey for the library and future strategic planning efforts. The Trustees will bring their edits of the survey, ideas for where the survey should be given away and dropped off, and ideas for how long they would like the survey to be available to the January 2024 meeting.

[Policies to review and create](#): Discussed policies to be reviewed and created over the next year. The first policy to be created and reviewed will be the Collection Development policy, which includes selection criteria, deselection criteria, request for purchase, donations, and request for reconsideration.

Review [HCL Facts & Stats](#) and [5-Year Trends](#): Reviewed the HCL Facts & Stats sheet and the 5-Year Trends document provided by the South Dakota State Library based on previous years' Public Library Annual Survey data. The Trustees will use this data to bring goals for the library over the next year to the January 2024 meeting.

Compensation Determination for Boards: Discussed Board compensation policy within the City. Chontos will follow up with City Administrator, Andrew Pietrus, on what City Board compensation policies are and how Board compensation is determined.

**Other:**

Internet: The City is having the library's internet switch from Bluepeak to Midco.

Liberty School: K-5 from Liberty will be moving to a new location, which will be named Liberty. The building the library currently occupies will be changed to Heritage. During the next Board meeting, the Trustees will plan to tour the current Liberty school library.

**Set Date for Next Meeting:** January 11, 5 p.m.

**Adjournment.** Motion to adjourn by Langerock at 6:10. Second by Maxwell. Meeting adjourned.