

## **Harrisburg Community Library Board Minutes**

**Thursday, September 11, 2025**

**5 p.m., Harrisburg City Hall (301 E Willow St, Harrisburg, SD)**

**Roll Call and declaration of quorum.** Rob Doyen, Sarah Christenson, Stephanie Bouza, Andrea Irish, Kevin Maxwell (Alderman), and Cheyenne Chontos (Director).

**Amendment/Adoption of Agenda.** Motion by Bouza to approve the agenda. Seconded by Christenson. Motion approved.

**Reading and approval of minutes of previous meeting.** Motion by Maxwell to approve the August 2025 minutes. Seconded by Bouza. Motion approved.

**Financial and statistical report update.** Reviewed the August 2025 financial report.

### **Library Director/Staff Reports:**

#### August 2025 Attendance:

- 572 Adults
- 715 Children
- 1287 Total (in library attendance)
- 48 Phone Calls
- 27 New Memberships
  - 46 Adults
  - 15 Children

August 2025 Computer Use: 18

August 2025 Crafts and Passive Programs: 92

#### August 2024 Attendance:

- 688 Adults
- 765 Children
- 1453 Total (in library attendance)
- 58 Phone Calls
- 20 New Memberships

**Public Input:** (Comments limited to 10 minutes)

### **Unfinished Business:**

Programming Update:

Previous

- All Ages BINGO (8/12) – Adults: 14, Children: 14

Upcoming

- Evening Storytime (9/15)
- Morning Storytime (9/16)
- Teen & Adult Craft: Make Your Own Tic-Tac-Toe Travel Game Pt 1 (9/16)
- Robotics Club with Lincoln County 4-H (9/17)
- Teen Advisory Board Info Session (9/18)

- Morning Storytime (9/23)
- Teen & Adult Craft: Make Your Own Tic-Tac-Toe Travel Game Pt 1 (9/23)
- Family Movie – How to Train Your Dragon (2025) (PG) (9/26)
- Morning Storytime (9/30)

**New Business:**

Closure. The library will be closed for about two hours on Monday, September 29 for staff training at SDLA's Branch Out. Exact time is TBD.

Internet and Computer Use Policy. Reviewed suggested changes to the Internet and Computer Use Policy. Motion by Bouza to approve the updated Internet and Computer Use Policy. Seconded by Maxwell. Motion approved.

Collection Development Policy. Reviewed suggested changes to the Collection Development Policy. Motion by Irish to approve the updated Collection Development Policy. Seconded by Christenson. Motion approved.

HCL Board of Trustees Bylaws. Reviewed the suggested changes to the HCL Board of Trustees Bylaws. Motion by Bouza to table the discussion until the next meeting (Thursday, October 9). Seconded by Christenson. Motion approved.

Friday/Saturday Hours. Discussed potentially changing Friday hours from 10am – 7pm to 10am – 5pm and Saturday hours from 10am – 12pm to 9am – 12pm starting January 2026. Motion by Bouza to change the library's open hours from 10am – 7pm on Friday and 10am – 12pm on Saturday to 10am – 6pm on Friday and 9am – 12pm on Saturday starting January 2026. Seconded by Irish. Motion approved.

**Other:**

City update. A sales tax bound was passed, which will focus on capital improvements, including widening Willow.

**Set Date for Next Meeting:** Thursday, October 9, 5pm. City Hall.

**Adjournment.** Motion to adjourn at 5:32pm by Maxwell. Seconded by Bouza. Motion approved.