

Harrisburg Community Library Board Agenda

Thursday, November 13, 2025

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

Roll Call and declaration of quorum.

Amendment/Adoption of Agenda.

Reading and approval of minutes of previous meeting. October 2025 minutes.

Financial and statistical report update. October 2025 financial report.

Library Director/Staff Reports:

October 2025 Attendance:

- 538 Adults
- 527 Children
- 1065 Total (in library attendance)
- 53 Phone Calls
- 18 New Memberships
 - o 26 Adults
 - o 7 Children

October 2025 Computer Use: 17

October 2025 Crafts and Passive Programs: 119

October 2025 Circulation:

- 3,099 Physical Check-Outs
- 944 Libby Check-Outs

October 2024 Attendance:

- 561 Adults
- 533 Children
- 1094 Total (in library attendance)
- 63 Phone Calls
- 17 New Memberships

October 2024 Circulation:

- 2,731 Physical Check-Outs
- 865 Libby Check-Outs

Public Input: (Comments limited to 10 minutes)

Unfinished Business:

Programming Update:

Previous

- Morning Storytime (10/14) - 7 Adults, 9 Children
- Teen & Adult Craft: Macrame Ghosts (10/14) - 7 Adults, 4 Children
- Robotics Club with Lincoln County 4-H (10/15) - 14 Children
- Teen Advisory Board (10/16) - 1 Child
- Head Start Storytime (10/16) - 3 Adults, 17 Children
- Spice of the Month Club: Smoked Salt (11/3 - 11/7) - 10 Participants

- Preview Screening of The American Revolution, a Ken Burns Documentary with SDBP (11/6) - 17 Adults, 2 Children
- Storytime South Dakota with Mayor Wenck (11/10) - TBD

Upcoming

- Morning Storytime (11/18)
- Robotics Club with Lincoln County 4-H (11/19)
- Teen Advisory Board (11/20)
- Teen & Adult Craft: Place Name Cards (11/24)
- Morning Storytime (11/25)
- Morning Storytime (12/2)
- Sensory Santa with the Harrisburg DAC (12/7)
- Evening Storytime (12/8)
- Spice of the Month Club: Ground Nutmeg (12/8 - 12/12)
- All Ages Craft: Decorating Ornaments (12/9)

HCL Board Bylaws Update Signature. Board President (Rob Doyen) signature for updated HCL Board bylaws.

Public Library Trustee Handbook. Review Chapter 1 of the South Dakota State Library's Public Library Trustee Handbook.

New Business:

New Email Receipt Option. Patrons can now have their receipts printed, emailed, or both. Overdue book reminder emails are now sent out every Friday.

National Music Museum Passes Available. The National Music Museum in Vermillion donated free passes to the library for checkout. We have 3 passes, and each covers regular admission for up to 4 guests.

ALA's Libraries Transforming Communities: Accessible Small and Rural Communities Grant. Currently applying for funding to replace current outdoor materials return box and add a library materials locker with electronic locks for curbside hold pick-ups.

PLA's 2026 Conference Scholarships. Jo Helland and Cheyenne Chontos applied for the PLA's scholarships for the PLA 2026 annual conference, which will be in Minneapolis, MN April 1 – 3.

SDLA/NDLA/MPLA Tri-Conference Report (Andrea Irish).

Other:

City update.

Set Date for Next Meeting: Thursday, December 11, 5pm. City Hall.

Adjournment.