

Harrisburg Community Library Board Minutes

Thursday, November 13, 2025

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

Roll Call and declaration of quorum. Rob Doyen, Eve Langerock, Stephanie Bouza, Andrea Irish, Kevin Maxwell (Alderman), Cheyenne Chontos (Director), and Sarah Vande Kamp (Harrisburg School Board liaison).

Amendment/Adoption of Agenda. Motion by Maxwell to approve the agenda. Seconded by Langerock. Motion approved.

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

Financial and statistical report update. Reviewed the 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
 - 26 Adults
 - 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) - 2 Adults, 3 Children

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) signed for updated HCL Board bylaws.

Public Library Trustee Handbook. Reviewed 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. The library is applying for funding to replace the 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). Andrea Irish attended the SDLA/NDLA/MPLA Tri-Conference in Grand Forks, ND in October 2025. Highlights of the conference including author talks, including from Abby Jimenez and RL Stine; teen programming suggestions, including digital-free options, cooking classes, and crafts; and meeting with librarians from around the region.

Other:

City update. The City Council plans to approve the 2026 Budget by the end of November. The Parks, Recreation and Forestry Board is planning an event at Air Madness that the library may table at. The Harrisburg School District is working on their strategic plan and would like feedback from the City and City boards.

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

Adjournment. Motion by Maxwell to approve the adjourn at 5:51pm. Seconded by Bouza. Motion approved.