

**BROOKINGS PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**June 10, 2014**  
**MINUTES**

The Board of Trustees of the Brookings Public Library met Tuesday, June 10, 2014 at 5:30 p.m. in the Historical Room of the Brookings Public Library

MEMBERS PRESENT: Bill Gengler, Mac Harris, Janell Hoffelt, Larry Rogers and Kyle Schaefer

OTHERS PRESENT: Elvita Landau, Alice Hayes and Cathy Enlow

President Larry Rogers called the meeting to order.

Larry Rogers called for approval of the meeting agenda. Mac Harris moved to approve the agenda. Janell Hoffelt seconded. Motion carried.

Larry Rogers called for approval of the minutes from the May 13, 2014 meeting. Kyle Schaefer moved to approve the minutes. Bill Gengler seconded. Motion carried.

**Bills and Salaries:**

Elvita Landau noted the payment to Kenner Plumbing for a new drinking fountain. The second fountain was paid for from the Fines Account. Janell Hoffelt moved to approve the list of bills. Bill Gengler seconded. Motion carried.

**Financial Report:**

General Fund: Elvita Landau noted that we will need to keep an eye on the building maintenance line item as the building ages. We received a bill today from SDLN for \$33,000.00 for the 2015 annual fee. Fines Account: Ali Bruinsma is using a fair amount of the young adult line item for programming already this year. There is a \$700.00 payment for the second drinking fountain.

**Librarian's Report:**

Circulation is down a little bit. We have been taking a close look at database statistics for the month, which were down quite a bit. Larry Rogers asked if there was any way to see circulation statistics from other libraries in the state, like Watertown. Elvita will look into it.

The Friends of the Library voted to raise the price for printing from \$.05 to \$.10 for black and white prints and photocopies, and from \$.20 to \$.25 for color printing. The change is effective today.

Programs: 80 adults have picked up reading logs for the adult Literary Elements challenge. 1,385 children have signed up as of today. Over 250 teens have signed up for the Young Adult program, and more T-shirts had to be ordered.

Elvita reported that an act approved by the South Dakota Legislature becomes affective on July 1, 2014. It prohibits registered sex offenders from loitering in public places, including libraries.

The Board took one last look at the final version of the Library budget request for 2015.

**Mango Tree Coffee:**

Elvita presented the revised Concessionaire Agreement. The only change is that the term of agreement is reduced from one year to three months. Jeff Weldon thought the term reduction was a good idea, realizing that Harsha Mistry has been out of compliance with the current agreement and that the Library Board has been very patient with her.

Harsha Mistry was invited to join the meeting at 6:55 p.m. Elvita and Larry pointed out the only change is the three month time period. Elvita stated that the Board wants this to work, but it must be according to the contract. Harsha said she has not made a decision yet about staying open. It is very tiring for her. Harsha said she will be closed a few Saturdays this month to take her family on some trips. She said she has been trying to open as early as possible and has noticed more people coming in to get coffee in the morning. After Harsha left the meeting, the Board agreed that subsequent violations of the agreement would result in action by the Board.

**Hours Review:**

The Board has discussed the impact of changing Library hours at previous meetings. Elvita said if we are going to change the hours, now would be an ideal time as the lettering on the front doors needs replacing. Mac Harris moved to open at 9:30 a.m. Monday through Saturday effective July 1, 2014. Bill Gengler seconded. Motion carried.

**South Dakota Library Network Update:**

Elvita reported that as things currently stand, SDLN will return a portion of the reserve fund to libraries leaving the network, based on a formula developed by the SDLN executive director, but would likely charge a fee for records extraction, estimated at \$23,000 for Brookings Public. On June 11, eight South Dakota librarians will be going to the Board of Regents meeting in Vermillion to submit comments, if allowed.

Elvita said her goal is to be off of SDLN by July 30, 2015. Cathy Enlow noted that we have a lot of records to clean up before the transition (weeding the collection, etc.) so that the data to be transferred will be concise and more easily managed.

Rather than viewing the South Dakota Trustee Academy training following Board meetings, the Board discussed doing two sessions in a row on a week night. There are five sessions left to be completed, out of a total of seven sessions. The Board agreed to meet on Wednesday, January 18, at 7:00 p.m. to cover two sessions.

The meeting adjourned at 6:25 p.m.

Respectfully submitted,  
Elvita Landau, Library Director