

Watertown Regional Library Board  
Minutes of the April 2<sup>nd</sup>, 2019  
Regular Meeting  
160 6<sup>th</sup> Street NE  
Watertown, SD

Vice President Gabel called the meeting to order at 4:20p.m. Members present were Dan Albertsen, Jackie Baxter, Anne Gabel, Jean Moulton, and Judy Tryznka. Absent: Dave Weigel. Also present: Library Director Dee Dee Whitman, Mayor Sarah Caron, and Dan Crisler from the Watertown Public Opinion.

Public Comment: None

The minutes from the March 5, 2019 regular meeting were approved. Motion by Tryznka and second by Moulton. Motion passed.

The financial reports for March were accepted.

Albertsen made the motion and Baxter seconded that the expenditures for March be approved. Motion passed.

Correspondence: None

Report of the Library Director

- a) Boiler replacement timeline:
  - i) Engineer sent Redlinger an updated punch list in December, and work is almost finished. The final remaining item is testing the system solution (glycol/water percentage).
- b) 2018 Annual Report
  - i) I presented to City Council March about the report and Accreditation Certificate at the March 18<sup>th</sup>, 2019 City Council meeting. PowerPoint slides will be included in the packet.
  - ii) Final circulation numbers have increased due to a reporting error.
    - (1) eBooks: up to 20,840 from 17, 868
    - (2) eAudiobooks: up to 13,653 from 10,151
    - (3) Use (circulation) of Electronic Materials: up to 34,515 from 28,041
    - (4) Total Collection Use: up to 237,579 from 231,105
- c) Lisa Solum's last day will be April 11<sup>th</sup>, not April 12<sup>th</sup>.
- d) March's monthly statistics are in process and will be presented at the May meeting. This change will make it easier for me to have complete information without repeating work.
- e) Coffee machine has been having a few adjustments. Final step is adding a credit card reader.
- f) Archived versions of the ALA workshops are available for Board Members and the time can be counted toward the Continuing Education requirement.

- g) National Library Workers Day is Tuesday, April 9<sup>th</sup>. I will be making tacos for all staff to show my appreciation, and I'd like to invite Board Members to come as well. I plan to have it available from 12pm-7pm.
- h) A new Employee Assistance Program is now available to full time and SDRS eligible part time employees.
- i) I attended a NWS training 3/20/19 and will use some of the information in a Disaster Plan/Procedure.
- j) I have completed two FEMA courses and working on the third one as part of the City's Emergency Response Team.
- k) On 3/22/19 I attended a SD State Library open forum as part of their strategic planning process.
- l) I was approached by ATT about hot spot devices that we could circulate to patrons, something I have been interested offering to address the digital divide.
  - i) Costs: \$200/device and \$40/month
  - ii) Unlimited data
  - iii) Can connect up to 15 devices wirelessly and with one wired connection
- m) I pushed the Meeting Room Policy review to the Fall of 2019.
- n) The Imagination Library currently is serving 774 children from 0-5 and has graduated 3,029 since it began in 2002.
- o) News from around the library world:
  - i) Enis, Matt. 2019. "Labs in the Library." *Library Journal* 144 (3): 18–21. <http://search.ebscohost.com/login.aspx?direct=true&db=aph&AN=135423669&site=ehost-live>
  - ii) Berry, John. 2019 "Supporting Home Workers.". *Library Journal* 144 (3): 10. <http://search.ebscohost.com/login.aspx?direct=true&db=aph&AN=135423662&site=ehost-live>

Committee Reports: None

Old Business: None

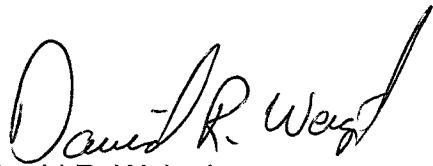
New Business:

1. Tryznka moved and Moulton seconded to approve with addendum of consequences. Motion passed.

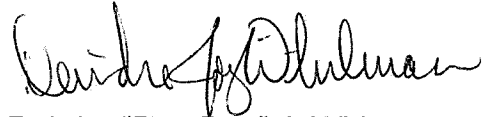
Open:

Meeting adjourned at 5:03p.m.

Approved



David R. Weigel  
Board President



Deirdre "Dee Dee" J. Whitman  
Secretary

Written: May 2, 2019