

Watertown Regional Library Board
Minutes of the April 5, 2018
Regular Meeting
160 6th Street NE
Watertown, SD

Board President Dave Weigel called the meeting to order at 5:15p.m. Members present were: Dan Albertsen, Jackie Baxter, Anne Gabel, and Judy Trzynka. Absent: Deb Shepard. Also present: Library Director Dee Dee Whitman, Special Services Librarian Lisa Solum, and Young Adult Librarian Jamie Formanek.

The minutes from the March 1, 2018 regular meeting were approved. Motion by Trzynka and second by Albertsen. Motion passed by rollcall minus Baxter, who was not yet present.

The financial reports for March were accepted.

Albertsen made the motion and Trzynka seconded that the expenditures for March be approved. Motion passed by rollcall minus Baxter, who was not yet present.

Correspondence: Letter from Jeanne Iverson regarding Large Print Accessibility Concern. Whitman discussed the options to shift the collections so that Large Print will no longer sit on the bottom shelf. Whitman will contact Ms. Iverson via email.

Report of the Library Director

- a) Presented the Annual Report data to City Council Wednesday, March 7.
- b) Applied and received a SD Humanities Speaker grant for an Open Mic Poetry Night April 23.
- c) Had an interview with Dan Crisler of the Public Opinion on March 22. The article was published March 27 and included our new mission statement, National Library Week information, etc.
- d) Met with the Meeting Room Policy committee March 21.
- e) Arranged advertising and sent article revisions to Public Opinion staff for the article in the Watertown Now publication.
- f) The Friends of the Library purchased a chair for the staff break room, as well as a TV and TV cart for programming and meeting room use. The chair and cart have arrived, and the TV is on the way.
- g) Received notice that we were not selected receive the LTC Travel Stipend. I may still be able to attend the workshop at ALA as part of the conference, but seating is limited. I may also choose to attend other preconference session or have that be a travel day.
- h) Working with RB digital for the Law Depot contract and then will be adding it to the website soon.
- i) Working with Emily and Jamie for Summer Reading Program preparations.
- j) I brought print copies of 2018 first quarter statistics, a pdf copy will be added to the agenda center along with the revised agenda.

- k) Monster Pup Day Camp room request. Owner of Monster Dog Media is looking for a place to host a young writer's camp. There is an enrollment fee of \$25 to cover the cost of publishing the book, and then all proceeds will be donated to Lake Area Pet Pantry. Looks to meet Wednesdays 5/30 – 8/29 for a couple of hours in the Dakota Room. Writers will be coached how to write a book, and then read the stories at Dempsey's at the end of the summer.
- l) Liberty Mutual boiler inspector Paul Bearden inspected the boilers April 3rd. Boiler 1 was recertified, but boiler two was not due to a leak. We have to have it repaired by May 3rd to be in compliance.

Committee Reports: None

Old Business: None

New Business:

1. Lisa Solum discussed her role as Special Services Librarian, it was suggested for her to contact the schools about braille/talking books. Jamie Formanek was moved to the next meeting due to illness.
2. A motion to approve the acceptance of a photograph by Josh Spies donated by Maze Snittjer was made by Gabel, seconded by Baxter. Motion passed by rollcall. Albertsen suggested the library send a form/receipt along with the thank you for this and future donations.
3. Whitman presented statistics for the first quarter of 2018.
4. The board discussed the request for the Monster Pup Day Camp to use the meeting rooms. The Board had more questions for the person submitting the request, so no action was taken at the time.

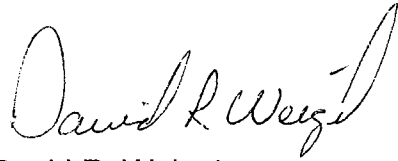
Executive Session

1. Motion made by Tryznka seconded by Gabel to enter into executive session to discuss personnel. Motion approved by rollcall.
2. Motion made to leave executive session by Tryznka, seconded by Baxter. Motion approved by rollcall.

Open: Baxter shared information about a Reader's Digest article in the April 2018 issue about Librarians who save lives by being trained to administer Narcan, a drug that helps reverse overdoses. Whitman mentioned that full time staff had recently completed CPR/AED training, but would like to look into first aid training as well.

Meeting adjourned at 7:30p.m.

Approved



David R. Weigel
Board President



Deirdre "Dee Dee" J. Whitman
Secretary

Written: April 29, 2018