

## Minutes for March 2023

The Hand County Library Board of Trustees met on March 27, 2023 at 4:00 PM in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Anglin, Mike Donlin, Gloria Keck, Marianne Peterka and Library Director Hannah Caffee.

The South Dakota Governor has announced April 7th and April 10th as holidays for public offices. The library will be closed on these days and consequently, closed Saturday, April 8th.

Hannah Caffee gave an update on plans for the Summer Reading Program. She attended the Jumpstart Workshop on March 13th. During the workshop she and other librarians shared ideas for story time books and activities. They also worked through some logistics of their programs. The Hand County Library received the Stephanie Miller Davis Grant (\$1,500) to help fund the summer reading program. Kickoff for the summer reading program will be May 26th with a block party!

Book Club's March discussion was well-attended, and for April the group is reading a book by Ellen Hopkins. Participants will each read a different book, all written in prose. Preschool Story Time was moved to March 30th due to weather.

National Library Week special events have been finalized. The library will have guest speakers presenting on financial literacy and Lake Louise. Staff will host an Amazing Race and Guess the Book in a Jar activities throughout the week.

Hannah had the 2022 Annual Report statistics from the state library survey. Board members checked it over. President Andrea Fiala signed off on the survey.

The board discussed the Capital Improvement plan previously curated by former director Mary Breitling. Hannah brought in energy consumption reports from the city hall before and after they had their walls insulated. The board mentioned that they also had windows replaced. The board would like more information from the city hall's experience and we will also complete measurements within our building to better understand the impacts of this type of project. Carpeting was discussed including how to move our shelves. It was determined that we would like to move the books and shelving as little as possible. Hannah will be contacting the state library for information on equipment used to move book shelves.

Hannah informed the board about a residual Hughes Electric bill from the roofing project and that Lenny Fischer had fixed the leaks in the toilets. Bids for the landscape plants and labor were received from Jaclyn Haun of Blevior and Andrew Boersma. We will proceed with the project and order the plants. Hannah contacted Jim and Jake's sprinklers and reported that we are on the list to have our sprinklers tested and fixed as needed this spring ahead of our landscape project.

Mike Donlin made a motion to approve January's minutes, Mike Anglin seconded. Motion carried.

Gloria Keck made a motion to approve the financial report and bills, Marianne Peterka seconded. Motion carried.

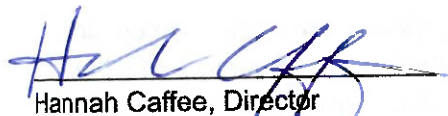
Our next board meeting is set for Monday, April 24th at 4:00 pm.

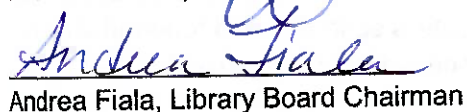
Meeting adjourned.

A & B Solutions	#(425) service contract	\$67.17
Bob's Disposal	#(428) garbage	\$21.00
Bob's Gas	#(426) propane	\$525.00
City of Miller	#(428) utilities	\$329.14
Ingram	#(426) supplies	\$332.42
Hannah Caffee	#(427) travel expenses	49.98
Hughes Electric	#(426) supplies	\$604.08
Venture Communications	#(428) email address/phone	\$202.19

Mike Anglin	#(422) board meetings	\$24.00
Mike Donlin	#(422) board meetings	\$36.00
Andrea Fiala	#(422) board meetings	\$36.00
Gloria Keck	#(422) board meetings	\$36.00
Marianne Peterka	#(422) board meetings	\$36.00

Salary and Benefits	#(411, 412, 413, 414, 415)	\$4845.93
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Hannah Caffee, Director

  
Andrea Fiala, Library Board Chairman