

Minutes for January 2024

The Hand County Library Board of Trustees met on January 22, 2024 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.

Hand County Library will be closed February 19th for President's Day. The library was recently closed January 13th and closed at noon on January 18th due to weather. Emergency management was able to help spread the word through their messaging system.

The library board committee assignments were reviewed with each board member electing to stay on their previous committee as follows:

- Facilities: Mike Donlin
- Personnel: Mike Anglin
- Policy: Gloria Keck and Marianne Peterka
- Technology: Andrea Fiala

The South Dakota Open Meeting Laws were reviewed by Hannah and discussed.

Hannah reported that the Hand County Commissioners approved the proposals by Zeller Construction for the wall insulation project and Dwight Gutzmer for the carpet. The commissioners chose to approve the purchase of the materials, but will wait before approving the labor costs. The project has been pushed into April at this time.

The 2023 budget financials were shared with the library board.

Hannah reported on current and upcoming programming. A movie license through SWANK will be purchased so the library can host movie programs. Upcoming is a watch party for the Sunshine Bible Academy 1st through 3rd graders who recently read the book *The Tale of Despereaux* by Kate DiCamillo. Book Club was moved to January 25th this month, and next month they are reading *The 100 Years of Lenni and Margot* by Marianne Cronin. Our next Preschool Story Time is set for February 11th at 11:45pm led by Debi Munger. SD Historical Society is offering some virtual events which land on Tuesdays this year. The board decided Hannah could offer these events if desired despite being closed normally on Tuesdays. Ideas were generated for the upcoming events: Leap Day, March Math Madness, and National Library Week. Planning will pause for Library Week which is April 7-13 when we may be installing new carpet.

Staff will be completing CPR training in February. As a public space, it is decided that we should look into the purchase of an AED. Hannah will look into grant opportunities for such equipment.

Mike Anglin made the motion with Mike Donlin seconding the approval of the December minutes and petty cash.


Marianne Peterka motioned and Gloria Keck seconded the approval of the financial report and bills.

The next library board meeting will be February 26th at 4pm.

Meeting adjourned

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| A & B Solutions | #(425) service contract | \$73.89 |
| Bob's Disposal | #(428) garbage | \$21.00 |
| City of Miller | #(428) utilities | \$447.89 |
| Ingram | #(426)supplies | \$296.90 |
| Venture Communications | #(428) email address/phone | \$201.32 |

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| Salary and Benefits | #(411, 412, 413, 414, 415) | \$4,936.79 |
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Hannah Caffee, Director


Andrea Fiala, Library Board Chairman