

DRAFT Minutes for April 2024

The Hand County Library Board of Trustees met on April 25, 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 Monday, May 27th, 2024 in observance of Memorial Day.

The director gave a report on programming coming up. Chess Club moved its weekly meetings to the elementary school during the recarpeting project. The tournament is scheduled for May 12th at 3 pm. Hannah is looking for volunteers to referee. The board discussed and decided to host a 55th Anniversary Open House on May 22nd from 3pm-6pm at the library. A logo was selected, and giveaways will be made for the event using the new logo. Summer Reading sign up begins May 29th. The SD Discovery Museum is presenting two programs for our first event on May 30th. *Tour of the Solar System* begins at 11:00, and *Greek Constellations & Mythologies* follows. May 7th Hannah will be visiting the elementary classrooms and encouraging summer reading participation.

The preliminary budget was calculated and submitted to the auditor for the 2025 fiscal year. A memorandum from the commissioners gave guidelines for increases available.

A building project update was given and board members toured the area mid-project. The insulated walls were finished and the carpet was laid. A special thanks to Mike Donlin and his crew with Donlin Construction for helping move the heavy furniture and book stacks during this project. There was discussion of how to best hang the curtains adjacent to the new walls and what furniture to prioritize for replacement. To save money, it was decided to hang temporary curtains until all windows are in need of replacements. The library board agreed that a new circulation desk would be needed soon, and our memorial funds might be used for such a purchase. Everyone is going to do some research on companies, desk features, and usability. Hannah set the date of May 1st for reopening.

Mike Anglin and Mike Donlin have term expirations on July 1, 2024. Both indicated their desire to stay on the board for another term.

The annual report was submitted to the South Dakota State Library. Mike Donlin moved to approve of the report. Gloria Keck seconded this motion.

Marianne Peterka moved to approve the March meeting minutes. Mike Donlin seconded.

Approval of the financial report and bills was so moved by Mike Anglin. Seconded by Gloria Keck.

The next library board meeting will be Thursday, May 23rd at 4:00 pm.

A & B Solutions	#(425) service contract	\$73.89
Bob's Disposal	#(428) garbage	\$21.00
Bob's Gas	#(426) propane	\$732.80
City of Miller	#(428) utilities	\$447.85
Dakota State University	#(434) building improvement	\$600.00
Highmore Furniture	#(434) building improvement	\$8600.00
Overdrive	#(426) supplies	\$356.90
Venture Communications	#(428) email address/phone	\$204.14

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5495.45
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Hannah Caffee, Director

Andrea Fiala, Library Board Chairman