

## Minutes for January

The Hand County Library Board of Trustees met on Monday, January 27, 2025 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, and Marianne Peterka, and Library Director Hannah Caffee.

Hand County Library will be closed for President's Day on Monday, February 17th.

The Library Board reviewed their committee assignments. All agreed to maintain their positions as follows:

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

Hannah reviewed the budget balance for 2024 and the newly approved 2025 Budget with the board. She also reported on a newly established endowment to the library, the Diane Clement Gropper and Jim Gropper Hand County Library Endowment. These funds allotted annually will be used for Large Print Books and Overdrive (Libby) subscriptions.

Hannah reviewed current and upcoming library programs. Book Club will meet next on February 20th to discuss *Occasional Magic: True Stories About Defying the Impossible*. Preschool Story Time will gather on February 13th at the Methodist Church. A group has been gathering at the library to play Dungeons and Dragons on Wednesday. New players are welcome to join at any time. The Reading Dweebs (Tween Advisory Board) has selected a number of programs and events. A Reader's Theater production of *The Gingerbread Man*, Updating the Student Display Board, Granny Club for age 9-99 to crochet on February 10th, Monthly Scavenger Hunts with prizes, and Animal of the Month Presentations. The tweens meet again in early February to finalize their events. The library will throw a Dr. Seuss Birthday Party on March 1st using Memorial Funds given in memory of Lisa Droz. National Library week is coming up on April 6th with the theme "Drawn to the Library". Summer Reading will begin mid-May with the theme "Color Our World". A motion was made by Mike Donlin and seconded by Gloria Keck to reimburse Hannah for mileage to attend the Summer Reading Jumpstart Workshop in Chamberlain. Hannah brought up an idea for a Community Read and Presentation with the book *Anxious Generation* by Jonathan Haidt. This event will be in the fall, but Hannah is working on partnerships and funding for this event.

Hannah provided some information to the board about State Library budget cut proposals and the gathering of librarians in Pierre. She also provided the group with an opportunity to fill out a nation-wide survey for Library Trustees.

Mike Donlin made the motion to approve the December minutes and petty cash statements. Gloria Keck seconded.

Mike Anglin made the motion to approve the Financial Report and Bills. Marianne Peterka seconded.

The next library board meeting will be held Monday, February 24, 2025 at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
Bob's Disposal	#(428) garbage	\$21.00
Bob's Gas	#(426) propane	\$779.55
City of Miller	#(428) utilities	\$497.69
Ingram	#(426) supplies	\$255.52
Overdrive	#(426) supplies	\$235.99
Venture Communications	#(428) email address/phone	\$202.43

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5775.10
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Hannah Caffee, Director  
Andrea Fiala, Library Board Chairman

## Minutes for February

The Hand County Library Board of Trustees met on Monday, February 24, 2025 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, and Marianne Peterka, and Library Director Hannah Caffee.

Hannah reviewed current and upcoming library programs.

- Winter Book Club was held February 20th with 10 in attendance. Next meeting is March 20th at 5:30pm to discuss any book under the theme: poetry.
- Preschool Story Time landed on a very cold February 13th. Next will be March 13th
- Chess Club was cancelled due to illness on February 7th. February 21st had six players and two new volunteers Heidi Danburg and Paul Testerman. Next meeting will be March 7th.
- Bridge Lessons have been happening on Thursdays at the library with a full class of four new players.
- A group of 4-5 young adults has been meeting each Wednesday at the library for Dungeons and Dragons.
- Miller Career Fair is taking place on March 19th at the community center. All high schoolers are required to attend, and Hannah will have a booth to sign students up to volunteer during the Summer Reading Program.
- Dr. Seuss Day is coming up on March 1st. Hannah has a Cat in the Hat craft, Oh the Place You'll Bingo game, a matching rhyme activity, maze/dot-to-dot, and a Green Eggs and Ham treat planned. The event kicks off at 11am and will end around 1pm.
- Hannah has submitted an application to the host the SD Humanities Council One Book Author Rebecca Clarren to talk about her book *The Cost of Free Land*. She hopes to hear back within one month.

The Reading Dweebs, tween advisory group, has had several events take place:

- Grannies Club met on February 10th and will meet again on March 10th. The inaugural meeting gathered 12 kids and 8 adults to teach and learn crochet. The library will continue to provide crochet supplies, but other "Granny" crafts are welcome.
- The Valentine Crafternoon brought in 9 kids. The Reading Dweebs did a great job of practicing the craft and decorating.
- The Scavenger Hunt is up and running this week. Little birds are placed throughout the library for kids to find.
- Reader's Theater met for their first practice last Thursday. Six have signed up, and four attended the first practice. They worked on the back drop and we finalized the script.

Hannah nailed down the dates for the Summer Reading Program. She intends to begin May 16th and end July 11th. By starting directly after school dismisses, she hopes to catch kids ahead of the busy-ness of summer. Hannah is hosting a local artist meeting February 28th at 5pm to collect interest and ideas for summer programming with the theme "Color Our World". She will be attending Jumpstart Summer Reading Training on March 11th in Chamberlain.

The Community Connect Grant has extended for an additional year for hotspot lending, 1-2 financial literacy programming, and 1-2 digital literacy programming. Hannah has asked the American Bankers Association to help connect with a financial expert willing to speak to an audience at the library.

The Hand County Library Board reviewed the Open Meeting Laws.

Hannah mentioned some concerns of the parking lot and the visibility of the handicap parking space. She thinks a fresh coat of paint will help, and she wonders if we should consider painting lines for two rows. She will look into the rules and regulations for parking lots, and she will reach out to the Hand County Maintenance Department for equipment to use.

Hannah shared a draft of the annual report to be submitted to the South Dakota State Library by March 1st.

Hannah provided some information to the board about HB 1239 which passed the House of Representatives and is now facing a vote in the Senate. The bill amends an existing law to extend and allow the librarians to be prosecuted "for disseminating material harmful to minors".

Mike Anglin made the motion to approve the January minutes and petty cash statements. Mike Donlin seconded.

Gloria Keck made the motion to approve the Financial Report and Bills. Marianne Peterka seconded.

The next library board meeting will be held Wednesday, March 26, 2025 at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
Bob's Disposal	#(428) garbage	\$21
Bob's Gas	#(426) propane	\$716.10
City of Miller	#(428) utilities	\$497.95
Ingram	#(426) supplies	\$329.00
Overdrive	#(426) supplies	\$256.59
Venture Communications	#(428) email address/phone	\$207.71

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5240.95
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 Hannah Caffee, Director

  
 Andrea Fiala, Library Board Chairman

## Minutes for March

The Hand County Library Board of Trustees met on Wednesday, March 26, 2025 at 4:00 PM in the Hand County Library.

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

The Hand County Library will be closed April 18th, 19th, and 21st for the Easter holiday.

Hannah Caffee gave an update on Summer Reading Program planning. She attended the Jumpstart workshop in Chamberlain, booked Will Stuck for a summer Cartooning Performance, and met with local artists for further programming planning. Hannah reported that the South Dakota State Library is switching tracking software for summer reading, but Hand County Library would like to continue with ReadSquared for this summer since our patrons are familiar with the platform. The board agreed that it would be beneficial to continue the use of the same program from the past four years of Summer Reading Programs.

Current programs were reviewed:

- Preschool Storytime met on March 13th with 22 in attendance. April 10th is our next story time event, and we will host a special Headstart story time next month on April 16th at the library.
- Winter Book Club met on March 20th with 8 in attendance. Members discussed books of poetry, and will meet again to discuss *The Cost of Free Land* by Rebecca Clarren on May 1st at 5:30pm. Rebecca Clarren will be visiting the library on Tuesday, May 6th at noon to present her book, autograph books, and answer questions. This event is open to the public.
- Dungeons and Dragons continues to play at the library on Wednesdays from 4:30-6:30.
- Chess Club's final schedule includes practices on March 28, April 11, and April 25th. The tournament is scheduled for May 10th.
- The Career Fair held at the Miller Community Center brought over 60 adults and high school students to visit the library booth where they learned more about Summer Reading Volunteer opportunities.
- The Reading Dweebs Advisory Board had a busy month. Granny Club has decided to meet on the 2nd and 4th Mondays of each month, and has filled the chairs with crocheters. The Reader's Theater group had their performance on March 20th. They had a flawless performance for a large audience.
- National Library Week is coming up April 7th-12th, and the library is celebrating accordingly:
  - Monday, April 7th: Make Your Own Button
  - Wednesday, April 9th: International Student Presentations
  - Saturday April 12th: Filipino Culture Showcase
  - Throughout the week, we will have eggs in an incubator. Patrons can sign up to win these freshly hatched chicks!

Hannah reported that the 2024 Annual Report has been submitted to the SD State Library. The board reviewed the report at the February Library Board meeting.

Hannah reported she will be working on the 2026 Budget Request. She mentioned significant increases in the prices of some services. She also is considering the time required for social media and marketing of programs and how to best incorporate that work among other responsibilities for staff.

Hannah shared information regarding two recent donations. The presentation of the Dianne Clement Gropper and James Gropper Hand County Library Endowment will be Friday, March 28th at noon.

Mike Donlin made the motion to approve the February minutes and petty cash statements. Marianne Peterka seconded.

Gloria Keck made the motion to approve the Financial Report and Bills. Mike Donlin seconded.

The next library board meeting will be held Wednesday, April 23, 2025 at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
Bob's Disposal	#(428) garbage	\$21.00
Hannah Caffee	#(427) travel expense	\$91.12
City of Miller	#(428) utilities	\$476.30
Ingram	#(426) supplies	\$503.52
Matin's Flag Company	#(426) supplies	\$259.41
Midwest Fire and Safety	#(425) repairs and maintenance	\$55.00
Overdrive	#(426) supplies	\$396.23
Venture Communications	#(428) email address/phone	\$207.71

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5682.99
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 Hannah Caffee, Director

  
 Andrea Fiala, Board President

## Minutes for April

The Hand County Library Board of Trustees met on Wednesday, April 23, 2025 at 4:00 PM in the Hand County Library.

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

The Hand County Library will be closed May 26th in observance of Memorial Day.

Hannah gave further information about upcoming events.

- One Book South Dakota Local Book Club Discussion: Thursday, May 1, 5:30pm
- One Book South Dakota Author Visit: Tuesday, May 6, 1pm
  - Hannah will put event details on social media and in the Miller Press
- Chess Tournament: Saturday, May 10, 11am (Referees needed)
- Color Our World Summer Reading Program
  - School Visit: May 9th to hand out flyers
  - Special Events:
    - Kick-Off Event: May 16th 11:30am-1:00pm in the library parking lot
      - SD Discovery Center Bubble Festival
      - Sidewalk Chalk Paint
      - Music
    - Phil Baker Musical Story Time
      - Thursday, June 12 at 11:15am
      - Community Center
    - Greg Cotton Natural Dye Storytime and Adult Class
      - Friday, June 20th
        - Storytime at 11:15am
        - Adult Class in late afternoon or evening
    - Will Stuck Performance
      - Monday, June 30th at 10am
      - Community Center

Hannah shared the preliminary 2026 budget request. She explained her proposed increases to both the travel/conference line in anticipation of the 2026 South Dakota Library Conference held in Pierre. With this proximity, it is an opportunity for all staff and board members to attend the banquet and/or parts of the conference. The utilities budget line was quite low compared to the amount spent in the last three years. Hannah calculated the average over the last three years and requested that amount. She will present these expenditure increases to the commissioners as the next step toward finalizing the budget.

Marianne Peterka and Gloria Keck both have library board terms expiring July 1, 2025. Marianne chose to renew her term for another three-year term. Gloria is choosing to retire from the library board. Board member and library director commended Gloria for her contributions over her 23-year tenure on the library board.

Mike Donlin made the motion to approve the March minutes and petty cash statements. Gloria Koeck seconded.

Marianne Peterka made the motion to approve the Financial Report and Bills. Mike Donlin seconded.

The next library board meeting will be held Wednesday, May 28, 2025 at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
Bob's Disposal	#(428) garbage	\$21.00
Bob's Gas	#(426) propane	\$282.15
City of Miller	#(428) utilities	\$503.86
Ingram	#(426) supplies	\$433.98
MidAmerica Books	#(426) supplies	\$164.70
Penworthy Company LLC	#(426) supplies	\$147.49
Venture Communications	#(428) email address/phone	\$207.71
Mike Anglin	#(421) board meeting	\$36.00
Mike Donlin	#(421) board meeting	\$36.00
Andrea Fiala	#(421) board meeting	\$36.00
Gloria Keck	#(421) board meeting	\$36.00
Marianne Peterka	#(421) board meeting	\$36.00

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5400.81
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 Hannah Caffee, Director

  
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 Andrea Fiala, Board President

## Minutes for May

The Hand County Library Board of Trustees met on Wednesday, May 28, 2025 at 4:00 PM in the Hand County Library.

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

The Hand County Library will be closed June 19th in observance of Juneteenth.

Hannah Caffee provided a recap of recent programming. In partnership with the South Dakota Humanities Council, Rebecca Clarren, the author of *The Cost of Free Land*, visited the library and spoke about her book. Thirty-five patrons were in the audience, and enjoyed Subway sandwiches, chips, and bottled water afterward. The 3rd Annual Chess Tournament took place on May 10th. Eleven kids aged 1st through 8th grade competed with Griffin Schnathorst crowned champion. Everyone was a good sport. The Summer Reading Program, *Color Our World*, had its kick-off event indoors due to rain on May 16th. The Sunflower Strings Ukulele band played, kids made chalk art on black construction paper, and an indoor picnic of hotdogs, chips, cookies, and bottled water was enjoyed by all 80 in attendance. Library director and staff were thankful for the five volunteer helpers during this program. Our first story time for *Color Our World* was held on May 22nd. We had 45 kids, 20 adults, and 3 volunteers in attendance.

The summer reading program currently has 122 kids and 25 adults signed up, and the kids have read a collective 24,788 minutes in just two weeks! The first story time event was quite busy, so it was decided that two story times would be more appropriate to better fit everyone in the space. A full class of 5th through 8th graders learned watercolor techniques in a class with Kathy Harvey. 1st through 4th graders will have a watercolor class offering on June 4th at 11:30am. Andrea Fiala shared a near art-related program at the Heritage Museum in Aberdeen. The board discussed ideas for bringing something similar to the Hand County Library in the future.

Fourteen adults have signed up for the 2025 Community Read. Copies of *The Anxious Generation* by Jonathan Haidt have been purchased, and readers will receive a copy thanks to the Community Connect Grant funds.

A folk duo, The Western Troubadours, will be traveling through South Dakota this fall and were hoping to play at the Hand County Library. Other libraries have expressed their satisfaction with the group, and the Central Plains Arts Council has agreed to partner on the event.

Mike Donlin sent a picture of two outdoor chess tables for the library, and the locate has been completed northeast of the library's back door.

Hannah brought up personnel and performance reviews for this year. She requested her reviews of staff be done after the summer reading program ends, and the board agreed. At next month's meeting, the board will complete a review of the library director.

Mike Anglin made the motion to enter executive session, and Marianne Peterka seconded.

The Library Board returned to regular session. A motion was made by Marianne Peterka for Roxanne Stevens to be appointed to a three-year term on the Library Board of Trustees in Gloria Keck's place. Motion seconded by Gloria Keck and carried.

Mike Anglin made the motion to approve the March minutes and petty cash statements. Gloria Koeck seconded.

Marianne Peterka made the motion to approve the Financial Report and Bills. Mike Anglin seconded.

The next library board meeting will be held Thursday, June 26, 2025 at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$89.55
Bob's Disposal	#(428) garbage	\$21.00
City of Miller	#(428) utilities	\$481.18
Ingram	#(426) supplies	\$419.01
MidAmerica Books	#(426) supplies	\$197.60
OverDrive	#(426) supplies	\$248.98
Venture Communications	#(428) email address/phone	\$207.71

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5590.93
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 Hannah Caffee, Director

  
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 Andrea Fiala, Board President

## Minutes for June

The Hand County Library Board of Trustees met on Thursday, June 26, 2025 at 4:00 PM in the Hand County Library.

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

The Hand County Library will be closed July 4th and 5th.

Hannah Caffee provided a recap of recent programming. Color Our World summer reading program has ~138 children and 33 adults registered. The kids have read 63,754 minutes, and three bingos have been turned in from adults. We have had great turn out at the following recent events:

- Phil Baker June 12th: 108 participants (85 kids)
- Purple Party: 34 participants (28 kids)
- Story Time June 20th: 38 participants (25 kids)
- Natural Dye Class: 12 participants
- Story Time June 26th: 62 participants (46 kids)

### Upcoming Events

- June 30th 10am at Community Center: Will Stuck "Pigment of Your Imagination"
- July 3rd 10am and 11:15am Story Time: Drawing
- July 10th 10am and 11:15am Story Time: Culinary Arts
- July 11th 11am Finale Parking Lot Party: SD Discovery Center Bubble Festival and Chalk Paint

Hand County Library will host a Who Reads More adult vs. kid challenge in August. It will run for 2 weeks to encourage reading ahead of the school year, and it will introduce patrons to our new tracking app for summer reading, Reader Zone.

The County Commissioners approved Roxanne Stevens' appointment to the library board. Hannah sent Marianne's reappointment for the commissioners to approve at their July 1st meeting.

The outdoor chess tables were installed today (June 26th), and the accompanying chairs are still in the works. The Slunicka family is honoring their parents, Barb and Duane, with this addition to the library. We will be looking into a shade structure with seating with a plaque in their memory as well. Mike Donlin noted that Dwight Gutzmer donated the tiles for the boards, and Protective Coating Specialists from Huron powder-coated the stands free of charge.

Hannah noted a new e-mail address has been created by the InfoTech company for security purposes. The new e-mail address is: [library@handcountysd.gov](mailto:library@handcountysd.gov)

Gloria Keck made the motion to approve the March minutes and petty cash statements. Marianne Peterka seconded.

Mike Anglin made the motion to approve the Financial Report and Bills. Gloria Keck seconded.

The next library board meeting will be held Thursday, July 24, 2025 at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
Bob's Disposal	#(428) garbage	\$22.00
Bob's Gas	#(426) propane	\$212.80
City of Miller	#(428) utilities	\$548.56
Demco	#(426) supplies	\$422.31
Ingram	#(426) supplies	\$609.58
Venture Communications	#(428) email address/phone	\$202.35

Andrea Fiala	#(422) professional services	\$36.00
Gloria Keck	#(422) professional services	\$36.00
Marianne Peterka	#(422) professional services	\$36.00
Mike Anglin	#(422) professional services	\$36.00
Mike Donlin	#(422) professional services	\$36.00

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5722.58
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Hannah Caffee, Director

  
Andrea Fiala, Board President

## Library Board July Minutes

The Hand County Library Board of Trustees met on Thursday, July 24, 2025 at 4:00 PM in the Hand County Library.

Members present: Chairperson Andrea Fiala, Trustees Marianne Peterka, Roxanne Stevens, Mike Donlin, and Mike Anglin, and Library Director Hannah Caffee.

The Hand County Library Board welcomed their newest Trustee, Roxanne Stevens to begin the meeting. The first order of business was a discussion about our officers. The motion was made by Marianne Peterka to have Andrea Fiala as our chairperson, and Mike Donlin as our vice-chairperson. Mike Anglin seconded the motion.

The board then discussed the committee assignments. All committee assignments determined in January remained the same, and Roxanne Stevens joined the policy committee.

Hannah gave a recap of the 2025 Color Our World Summer Reading Program. The kids read 98,644 minutes and celebrated the program with a parking lot party. The adult summer reading program had increased participation this year with 7 bingo boards turned in before it finished on July 11th.

Upcoming events include the new Who Reads More: Kids vs. Adults August Challenge. Readers will sign up in our new tracking app called Reader Zone. They will track their minutes spent reading from August 6th through August 15th. On August 16th at 1pm we will have a root beer float party where the "losers" will serve the winners a float. With special thanks to Ag Performance and Agri-Dynamics, LLC, we are also able to offer kids a state fair ticket when they reach the 50 minute milestone in this summer reading program.

The 2nd Annual Zucchini Cook-Off is scheduled for August 11th at 4pm. Competitors are required to sign up by August 8th. Voters are encouraged to attend and enjoy the dishes on August 11th.

The Hand County Community Read program, funded with the Community Connect Grant, has given 32 copies of the *Anxious Generation* to library patrons. A book discussion will be held at the Hand County library on September 18th at 5:30pm. Additionally, Hannah is partnering with Jennifer Boomsma-Kelsey to host a Screen Sanity Parent Night. The kit from the Screen Sanity company provides Hannah and Jennifer with a presentation, videos, and discussion questions for participants. This event will be September 16th at 6:30pm and is predicted to last about ninety minutes. To better encourage discussion, the event will be held at the Miller School where tables can be used rather than rows of seats.

Historically, the library policy manual is updated and approved at the July meeting. However, some information could be delivered later regarding legislation passed this past spring. Hannah will be learning more about such adjustments, and she will contact the policy committee when more is known.

Outside of the library, the chess tables are nearly finished with the pergola scheduled to be installed Friday, July 25th. Hannah will work with the Slunicka family, who has kindly donated the funds for this project, to decide on the memorial sign phrasing. She will also check to see if

their family would like to attend a ribbon cutting event for the pergola during the kick-off of the Chess Club season in October.

The board discussed the lawn noting the amount of water saved by not using the sprinkler system. Andrea volunteered to brush up on the information on converting the lawn to buffalo grass. Buffalo Grass does not grow beyond 6" tall, and therefore does not require mowing. She will look into the best order of operations and seasons for this lawn adjustment.

The performance review of the library director was postponed for the August meeting.

Hannah mentioned that the Hand County Commissioners gave an initial approval of the 2026 budget. It will now be published in the Miller Press before a final decision is made in September.

Marianne Peterka made the motion to approve the June meeting minutes. Mike Donlin seconded.

Mike Anglin made the motion to approve the June financial report and bills. Roxanne Stevens seconded.

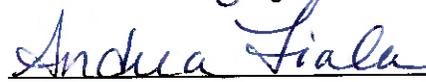
The August meeting date was set for August 25th at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
BDS, LLC	#(428) garbage	\$22.00
Book Systems, Inc.	#(422) professional services	\$1959.00
City of Miller	#(428) utilities	\$621.23
Ingram	#(426) supplies	\$427.37
Overdrive	#(426) supplies	\$497.44
Venture Communications	#(428) email address/phone	\$202.35

Salary and Benefits	#(411, 412, 413, 414, 415)	\$7045.31
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Hannah Caffee, Director

  
Andrea Fiala, Board President

## Library Board August Meeting Minutes

The Hand County Library Board of Trustees met on Monday, August 25, 2025 at 4:00 PM in the Hand County Library.

Members present: Chairperson Andrea Fiala, Trustees Marianne Peterka, Roxanne Stevens, Mike Donlin, and Mike Anglin, and Library Director Hannah Caffee.

The Hand County Library will be closed September 1st for Labor Day and October 13th for Native American Day.

The SDLA Conference will be held this year in conjunction with the North Dakota Library Association, and Mountain Plains Library Association in Grand Forks, North Dakota. Hannah will be attending and is eager to attend sessions for professional development as well as sessions to hear from big-name authors. Marianne Peterka made the motion to approve Hannah's attendance and pay for travel. Mike Donlin seconded, and the board approved.

Hannah provided a recap of recent programs along with a list of programs coming up:

### Kids vs. Adults Reading Challenge August 6-16th

- 54 participants reading a total of 12536 minutes
- Root Beer Float Party to celebrate
- State Fair Tickets passed out to kids reading at least 50 minutes

### 2025 Zucchini Cook-Off August 11, 2025

- 12 Submissions into the contest
- Chocolate Zucchini Cake was voted as the winner of the 5 leftover zucchinis

### Winter Book Club

- Season opener brought in 8 participants
- Reading our Community Read book "The Anxious Generation" for September discussion on ~~August~~ <sup>September</sup> 18th at 5:30pm

### Community Read Workshop/Presentation

- ~~August~~ <sup>September</sup> 17th at 6:30pm at Miller School
- Jennifer Boomsma-Kelsey, Elementary Principal, and Lindsay Haider, High School Principal, will facilitate with Hannah

### Western Troubadours

- Folk/Western Duo Performance
- October 7th at 6pm
- Refreshments at 5:30pm

### Chess Club

- Chess Table Dedication October 17th at 4pm
  - Slunecka family attending
  - Refreshments served
  - First day of Chess Club for the school year

### Preschool Story Time

- 2nd Thursday of the month--September
- Looking into adjusting the time
- Discussion about contacting all day care providers about this opportunity

The board discussed some outdoor maintenance work that would need to be addressed. It was decided to revisit the buffalo grass lawn adjustment next season. Give Back Day is coming up, and the board discussed some outdoor options for this group to accomplish. Hannah is connected with Chis Keeter to finalize a plan.

Other business included the consideration of some furniture for surplus. The board agreed upon the items for surplus and will bring it to the attention of the county commissioners. A new email address is now active for the library: [library@handcountysd.gov](mailto:library@handcountysd.gov). The old email address will be terminated after August 31st.

The board moved to executive session for the library director performance review.

The board resumed the regular meeting and commended Hannah Caffee on her work this past year at the library.

Mike Donlin made a motion to approve the July meeting minutes. Marianne Peterka seconded.

Roxanne Stevens made a motion to approve the financial report and bills. Mike Donlin seconded.

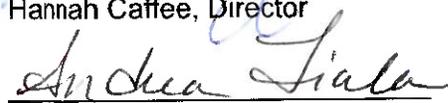
The September meeting date was set for Tuesday, September 30th at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
BDS, LLC	#(428) garbage	\$22.00
City of Miller	#(428) utilities	\$699.88
Ingram	#(426) supplies	\$296.40
Overdrive	#(426) supplies	\$396.46
Venture Communications	#(428) email address/phone	\$202.35

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5108.18
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Hannah Caffee, Director

  
Andrea Fiala, Board President

## September Library Board Minutes

The Hand County Library Board of Trustees met on Tuesday, September 30, 2025 at 4:00 PM in the Hand County Library.

Members present: Chairperson Andrea Fiala, Trustees Marianne Peterka, Roxanne Stevens, Mike Donlin, and Mike Anglin, and Library Director Hannah Caffee.

The Hand County Library will be closed October 13th for Native American Day.

Christmas on the Prairie will be December 4th. Chevy Chase did not respond to Hannah's invitation to visit the library since the theme is Griswold Christmas. Hannah will check in with the Miller C&C about a Frosty storytime. The library will have a Christmas tree decorated at the courthouse again.

Two exchange students (one from Kosovo and the other from Ukraine) will be volunteering at the library throughout this school year.

Hannah gave an update on the following programs

- Preschool Story Time
  - First of the season on September 10th with 2 participants
  - Next Story Time October 8th at 2pm at the Methodist Church
- Hand County Community Read
  - 28 participants at the Screen Sanity Parents night on September 17th
  - Book Discussion for *The Anxious Generation* on September 18th had 9 participants
  - 44 books were requested through this Community Read Program
- Next Winter Book Club meeting is October 23rd at 5:30pm. Each person will read a South Dakota cookbook and fix a recipe from it to share.
- Dungeons and Dragons
  - Continuing to meet on Wednesdays at 4:30pm
- Western Troubadours
  - Concert at the library on October 7th. 5:30pm light snacks, show starts at 6:00pm
- Kosovo Presentation by Klea
  - October 9th at 5:30pm
- Sip 'n Shop
  - October 16th 5pm-8pm
  - We'll have tea again with Bev Letsche helping with tea pots and tea cups.
- Chess Table Dedication
  - October 17th 4pm
  - Janice Erfman cake, Workshop by Terry and Jill Likens, Slunecka family and friends invited.
- Grannies Club
  - Busy season with few attendees.
  - Will continue and try to advertise more

- Reading Dweebs
  - First meeting on November 3rd. Will send invitations to join to all 5th and 6th graders. Hoping for one program organized for Christmas break, and another 1 or 2 programs from January through May.

Hannah reported that she would be leaving this week for the Tri-Conference in Grand Forks, North Dakota. She will report back. She found an opportunity for library staff to attend a mini-conference called Branch Out in Huron. Kathy, Connie, and Debi would like to attend. Mike Donlin made the motion to approve the costs of registration and travel. Roxanne Stevens seconded. The motion passed.

Hannah reported on the approval of the 2026 budget by the Hand County Commissioners.

Mike Anglin made a motion to approve the July meeting minutes. Mike Donlin seconded.

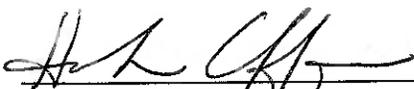
Marianne Peterka made a motion to approve the financial report and bills. Roxanne Stevens seconded.

The October meeting date was set for Monday, October 27 at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
BDS, LLC	#(428) garbage	\$22.00
Centerpoint Large Print	#(426) supplies	\$96.63
City of Miller	#(428) utilities	\$838.98
Demco	#(426) supplies	\$466.09
Ingram	#(426) supplies	\$533.89
Overdrive	#(426) supplies	\$467.66
Venture Communications	#(428) email address/phone	\$200.35

Trustee Salary	#(422) professional services	\$180.00
Salary and Benefits	#(411, 412, 413, 414, 415)	\$5587.39

  
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 Hannah Caffee, Director

  
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 Andrea Fiala, Board President

## October Library Board Meeting Minutes

The Hand County Library Board of Trustees met on Monday, October 24, 2025 at 4:00 PM in the Hand County Library.

Members present: Chairperson Andrea Fiala, Trustees Roxanne Stevens, Mike Donlin, and Mike Anglin, and Library Director Hannah Caffee. Member absent: Marianne Peterka.

The Hand County Library will be closed November 27 & 28th, and December 24th-26th as holiday leave from Governor Rhoden.

A report was provided to the board regarding past and future programming

- **Preschool Story Time**
  - Met October 8th with 5 attendees
  - Experimenting with a Saturday option for more families to bring their kids
  - Saturday November 8th 11am at the library option and Wednesday November 12th 2pm at the Methodist Church
  - Discussion held about other ways to reach more pre-school aged kids—storytime kits for daycare check out?
- The Western Troubadours played their set on October 7th at the Hand County Library to an audience of 33. Thanks to Central Plains Arts Council for partnering with us on this event.
- Klea presented on her home country of Kosovo on October 9th. 29 attended her presentation and enjoyed her traditional cake.
- Sip n' Skim brought in 28 folks who blended their own tea and perused Book Club selections (Reese's Book Club, Read with Jenna, Oprah's Book Club, Good Morning America Book Club, and HCL's Winter Book Club).
- New players have joined the Dungeons and Dragons crew.
- Two programs will wrap up our Financial Literacy requirements for the Community Connect Grant
  - November 6th Understanding Medicare 10am and 1pm
  - November 10th How Expensive Is Your Taste 4pm-6pm open house
- **Christmas on the Prairie**
  - December 4th Frosty Story Time
  - Christmas Tree plans are in the works—decorating begins mid-November
- **Winter Book Club**
  - Met October 23rd for South Dakota Cookbooks
  - Meeting next month on November 20th at 5:30pm to discuss El Deafo by Cece Bell
- **Reading Dweebs—Tween Advisory Board**
  - 5 new applicants 5th-7th grade
  - First meeting November 3rd at 3:45pm
- **Puzzle Swap**
  - Collecting puzzles until November 17th
  - Swap begins 11am on November 19th

Hannah discussed the policy manual and has not received guidance regarding recent legislation. She printed the manual with two minor adjustments for the committee to review prior to our November meeting.

In building and maintenance news, Jim and Jake's blew out the sprinkler system for the season. Hannah met a company out of North Dakota and will be reaching out for an estimate on a new circulation front desk.

Hannah reviewed her time at the Tri-Conference in Grand Forks, North Dakota. She brought back several best practices including information about the National Library of Medicine, communication tools for staff, graphic novel as tools for literacy, and author interviews. Hannah was able to network and will be attending a piece of the Huron Library's staff meeting on de-escalation.

Mike Donlin made a motion to approve the September meeting minutes. Mike Anglin seconded.

Mike Anglin made a motion to approve the financial report and bills. Roxanne Stevens seconded.

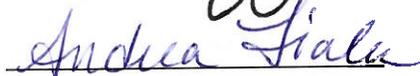
The November meeting date was set for Thursday, November 20th at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
BDS, LLC	#(428) garbage	\$22.00
Hannah Caffee	#(427) travel expense	\$689.00
Center Point Large Print	#(426) supplies	\$1,179.36
City of Miller	#(428) utilities	\$613.86
Kathy Harvey	#(427) travel expense	\$30.00
Ingram	#(426) supplies	\$576.82
Jim & Jake's	#(425) repairs & maintenance	\$75.00
Debi Munger	#(427) travel expense	\$30.00
Overdrive	#(426) supplies	\$444.60
Connie Schroder	#(427) travel expense	\$92.58
Venture Communications	#(428) email address/phone	\$200.35

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5908.92
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 Hannah Caffee, Director

  
 Andrea Fiala, Board President

## November Minutes

The Hand County Library Board of Trustees met on Thursday, November 20, 2025 at 4:00 PM in the Hand County Library.

Members present: Chairperson Andrea Fiala, Trustees Marianne Peterka, Mike Donlin, and Mike Anglin, and Library Director Hannah Caffee. Member absent: Roxanne Stevens.

The Hand County Library will be closed December 24, 25, 26 and January 1st.

Programming activities and events were discussed beginning with Christmas on the Prairie.

Frosty will read at the library at 5pm and Hannah is organizing craft kits for kids to take home. The tree at the courthouse will be decorated in the coming weeks with a book theme. Library League cookie sales will happen during Christmas on the Prairie at the Quoin Bank beginning at 5pm.

Preschool Story Time is planned to take on a new look. We will offer "Books and Brunch" Preschool story time on one Saturday each month beginning December 6th at 11am. We will also offer story time kits for circulation to care providers each month.

Our Reading Dweebs Tween Advisory Board organized for the first time this season to discuss event plans for December. We had 9 people attend and we organized quite a few ideas. The next meeting will be December 8th after school.

Our puzzle swap on November 19th brought in 53 puzzles from 7 different people. The remaining puzzles are available for anyone to pick up and enjoy.

Two programs finished our Community Connect grant requirements. We had two sessions of the Understanding Medicare program with South Dakota SHINE, and twenty-two people attended this event. We also had a program called "How Expensive Is Your Taste" with twenty people in attendance blindly taste-testing name-brand vs. store-brand items.

Chess club has continued to meet and play rounds of chess. November 7th saw a record-breaking turnout of 24 chess players.

Winter Book Club met on the 23rd of October for the annual cookbook potluck, and the group meets again on November 20th at 5:30pm.

MHS is sending their freshmen class to the library on the Monday before Thanksgiving. Hannah will show them how to search and find specific materials in the library. They will be here for about an hour.

The board discussed the opportunity to have a booth at the Farm & Home Show January 16th/17th. They decided that would be a positive way to connect with the community. Hannah will work on having materials and information available at the booth. She will first have the job fair on the Friday, and then the booth will continue to be open Friday evening and Saturday.

The Hand County Library Policy and Objectives Manual was up for review. Hannah and the committee made a few minor changes along with some updates about the reconsideration policy. Marianne Peterka made the motion to adopt the manual, Mike Donlin seconded. The board unanimously approved to adopt the manual.

Hannah reported that the budget was on track for the remainder of this fiscal year without a need to ask for a supplement.

Mike Anglin made a motion to approve the September meeting minutes. Marianne Peterka seconded.

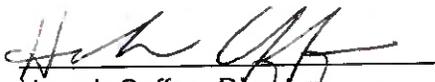
Mike Donlin made a motion to approve the financial report and bills. Marianne Peterka seconded.

The December meeting date was set for Monday, December 22nd at 10am.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
BDS, LLC	#(428) garbage	\$22.00
City of Miller	#(428) utilities	\$531.36
Ingram	#(426) supplies	\$532.24
MidAmerica Books	#(426) supplies	\$406.30
Overdrive	#(426) supplies	\$789.08
Venture Communications	#(428) email address/phone	\$200.35

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5461.78
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Hannah Caffee, Director

  
Andrea Fiala, Board President

## December Library Board Minutes

The Hand County Library Board of Trustees met on Monday, December 22, 2025 at 10:00 AM in the Hand County Library.

Members present: Chairperson Andrea Fiala, Trustees Marianne Peterka, Roxanne Stevens, Mike Donlin, and Mike Anglin, and Library Director Hannah Caffee.

The Hand County Library will be closed December 24, 25, 26 and January 1, 19.

A review of recent and upcoming library programming was presented by Hannah Caffee.

- Chess Club peaked with 18 attendees during one session. Next Chess Club will be January 9th.
- Christmas on the Prairie Frosty Storytime had 13 kids
- Preschool Story Time has switched formats
  - Story Kits to three daycares this month
  - Monthly Books and Breakfast Preschool Story Time
    - Saturday, December 6th had 8 attendees
    - Upcoming: Saturday, January 10th
- Tween Advisory Board
  - Holiday Party December 19th and Game Night December 20th successful!
  - Next meeting January 5th
- Noon Year's Eve Party
  - December 31st 11:30-12:30
  - Pizza, crafts, music, balloon drop (Mike Donlin working on this)
- Farm & Home Show
  - Andrea Fiala will provide a screen for informative slides to display
  - Prizes are secured
  - Andrea and Marianne will help out

A gathering for library staff and board will be hosted in January to celebrate the holidays

Hannah reported that the library will come just under budget this year according to her calculations. Her final financial report will be sent to the Hand County Treasurer on December 31st.

Mike Donlin made a motion to approve the November meeting minutes. Roxanne Stevens seconded.

Mike Anglin made a motion to approve the financial report and bills. Marianne Peterka seconded.

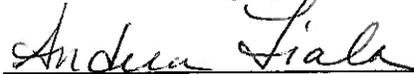
The January meeting date was set for Monday, January 26th at 4pm.

Meeting adjourned.

A & B Solutions	#(425) service contract	\$84.97
BDS, LLC	#(428) garbage	\$22.00
Bob's Gas	#(426) propane	\$414.40
City of Miller	#(428) utilities	\$483.36
Demco	#(426) supplies	\$594.77
Gumdrop Books	#(426) supplies	\$706.38
Ingram	#(426) supplies	\$464.12
Kanopy	#(425) service contract	\$500.00
SafeDNS	#(425) service contract	\$400.00
Overdrive	#(426) supplies	\$1100.00
Venture Communications	#(428) email address/phone	\$200.35

Salary and Benefits	#(411, 412, 413, 414, 415)	\$5382.83
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Hannah Caffee, Director

  
Andrea Fiala, Board President