



LIBRARY BOARD OF TRUSTEES MEETING

Meeting Minutes by Kennedy Penk

THURSDAY, JULY 16TH, 2026

12:00PM

Call to Order: 12:00pm by President Bree Hutchison

In Attendance: Bree Hutchison, Michael Johnson, Teri Bruce, Beverly Posey, JW Singer, and Kennedy Penk

Absent: Lenessa Keehn

Additions or Revisions to the Agenda: Motion to accept the Continuing Education Tracker form as an addition under the discussion item Continuing Education/Accreditation Check-In by Hutchison, second by Bruce. All approved.

Approval of Minutes of Previous Meeting, June 25th, 2026: Motion to approve June 25th minutes by Hutchison, second by Singer. All approved.

Staff Reports

- June Bill List: Update on the library's finances through June 30th. What has been spent so far of the Stephanie Miller Davis-Grant funds.
- Director's Report: Visit from the State Library, upcoming 2027 budget discussions, update on SDSU/AARP wifi hotspot lending program, raised garden bed update; donations were requested for tomato cages and trellises, library will be attending the Elementary School Open House on August 25th, limited programs in August. Downstairs reshelfing projects have been completed, and the collection flows better. The upstairs office swap project has been started; some safety concerns need to be addressed before the current director's office can be an official meeting/study room, and IT help has been requested for moving the two staff computers.

Discussion Items

- Raptor Center Event: Teri and Bree volunteered to help set up for the program on July 30th.
- Farmer's Market: Reminder the library is a spotlight group on August 28th. Expectations, requested volunteers, Teri and Bev volunteered.
- Continuing Education/Accreditation Check-in: Board needs 15 combined hours of CE credit and there is one policy left for board approval. Deadline to apply for accreditation is August 21st of this year.
- Group photo for Sesquicentennial time capsule.: Photo of the 2026 board members to go in the 150th time capsule.

Action Items

- Permission for Kennedy and Jessica to attend the 2026 SDLA Conference in Pierre, SD, Tuesday, September 29th, through Friday, October 2nd: Conference agenda was reviewed, Kennedy is on the SDLA Conference committee, and estimated expenses were reviewed. Motion by Bruce, second by Posey. All approved.

Policy Review

- Review of Computer & Internet Use Policy with Recommended Changes from Legal Counsel. Motion to approve the review and recommended changes from legal to the Computer & Internet Use Policy by Hutchison, second by Johnson. All approved.
- Second reading of the Confidentiality & Privacy Policy. Motion to approve the second reading by Posey, second by Singer. All approved.
- Second reading of the Collection Development Policy. Motion to approve the second reading by Hutchison, second by Posey. All approved.

Adjournment: 12:40pm motion to adjourn by Hutchison, second by Singer.

Comments: Reminder – there is no August board meeting.

Next library board meeting: Thursday, September 17th, 2026, 12:00pm.