

The Rawlins Municipal Library Board Meeting was held on Monday, March 6th at 5:15 PM in the South Dakota Room. The March 6th meeting was a makeup meeting for the February board meeting. All board members were present for the meeting: Sarah Aker, Jill Kruger, Renae Lehman, Edward Mickelson, Chance Sumner, and City Commissioner Representative Vona Johnson. Abby Edwardson, Library Director, was also in attendance. Library Patron Frank Allen sat in for the meeting but offered no public comment.

Renae Lehman motioned to approve the consent calendar. The motion was seconded by Sarah Aker. The Librarian's report was provided to the board which included a list of upcoming events in March and discussion about the annual report that gets submitted online to the state library. The Director also let the board know that Rawlins Library was selected as the winner of the \$1,500 Stephanie Davis Miller grant for the summer reading program.

The Friends report included a recap of the Director's meeting with the new Friends President, Michelle Faw. The library plans to work with the Friends group on summer reading events including a carnival and Hank Harris concert.

Financial and statistical reports were presented which included a total of 2022 financials. The library did go over budget in 2022 in large part to unexpected expenses that came late in the year. There were two large unexpected expenses: the HVAC breakdown over the Christmas holiday and the city car. The Library Director worked with the City and the commission provided funds to cover the unexpected expenses.

A review of continuing education hours was discussed. Renae Lehman will attend Jump Start on March 10th for 5 hours of in person training. There will be an active shooter training for staff and trustees on March 14th and there will be a fire safety training for staff and trustees on March 27th.

The library bylaws were reviewed at the January board meeting and it was decided to strike through the salaries and positions portion of the bylaws in section five. Per the bylaws, "The bylaws may be amended by the majority vote of all members of the board provided written notice of the proposed amendment shall have been presented to all members at least 10 days prior to the meeting at which such action is purposed to be taken." The revised copy of the bylaws was emailed to board members on February 15, 2023. Commissioner Johnson motioned to approve the revised by-laws. Edward Mickelson seconded the motion.

The computer and internet policy was discussed. The computer policy covers how youth and adults can access the internet and computers at the library. It was decided among the board members that if a person has received a "juvenile card without a parent or legal guardian" that they can then complete a computer and internet agreement form without a parent or guardians signature. The board agreed to approve the policy with this added wordage attached to the policy. Renae Lehman motioned to approve the computer and internet policy. Jill Kruger seconded the motion.



The library staff have also been working on an online applications so patrons can apply to get a library card online. The library will soon be able to take credit cards online for renewals and paid patron fees. Circulation Manager Isaac Gonzales stopped into the board meeting to run through the online application with the board members and show them what it would look like once it goes live.

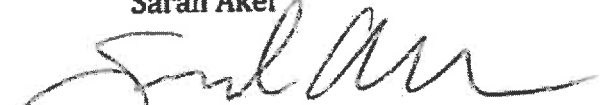
The state park policy was discussed. It was agreed among the board to pass the policy as written and let the board know in a month how it is going. The Director suggested to the board that the library purchase an additional 3 state park passes since there had been a large interest in the program. Sarah Aker motioned to approve the policy as written. Chance Sumner seconded the motion. Sarah Aker motioned to approve the purchase of 3 more state park passes at \$80 each (\$240 total) and Edward Mickelson seconded the motion. Sarah Aker motioned to adjourn the meeting at 6:35 PM. The date of the next meeting was set for Monday, March 27th at 5:15 PM.

Respectfully Submitted,

Abby Edwardson


Library Director

Sarah Aker


Board President