

## Rawlins Municipal Library Board

March 4, 2019 (make-up meeting for 2.25.19)

### Minutes

#### Action Items:

- Board will review the next section of the current Strategic Plan and compare goals to outcomes from 2018.
- The board will continue reviewing/ updating previously approved library policies at its monthly meetings.

The Rawlins Municipal Library Board held its February rescheduled meeting on Monday, March 4th at 5:00 p.m. in the Dakota Room. Present were Matthew Reitzel, Amy Weller, Sue Douglas, Brenda Hemmelman, Renae Lehman, Jim Mehlhaff, and Library Director Robin Schrupp. Chairman Reitzel called the meeting to order. The consent calendar which included the agenda and the previous month's minutes was accepted with a motion by Hemmelman and seconded by Douglas. All approved. There were no public comments to address.

General circulation for the month of January was 9,620. A total of 1,280 eBooks were checked out; 1,481 internet/computer uses were recorded. Patron count was 10,792 which is an average of 372 patrons per day for the month (open 29 days).

**February** will be Pumpkin Pye again, a Valentines Storytime, Library Legislative Day at the Capitol (12<sup>th</sup>), & SDLA Executive Board meeting will be held at Rawlins that day as well. **March** activities include: Read to Pumpkin Pye, Jumpstart SRP planning, Adult Coloring Club, City Departments' Strategic planning session, SDSL Open Forum, and Library Scan Day (28<sup>th</sup>).

Librarian's Report: Rawlins hosted a "Love My Library" event for patrons to provide comments. Additional book displays have gotten positive feedback as reflected in circulation numbers. This month's display features influential women in history. Staff continues to prepare for the upcoming Summer Reading Program. The Jumpstart SRP meeting which was scheduled for March 1<sup>st</sup> in Gettysburg was rescheduled due to weather.

Legislative Day Report: Brenda Hemmelman reported on activities that surround the 2019 Library Legislative Day at the Capitol, held February 12<sup>th</sup>. Some notable things for the SDLA Legislative Committee to address in the future would be better promotion, marketing of library issues, and clarifying with legislators the status of libraries that have attained accreditation in our state.

Existing Business - the financial & statistical reports were discussed and approved.

New Business – Board members were invited to attend the SDSL Open Forum to be held Thursday, March 14<sup>th</sup> at the Library which focuses on the future goals of the State Library as well as Rawlins Library and other libraries throughout the state. The *Senior Outreach Policy* was slightly revised and approved with a motion by Weller, seconded by Douglas. The *Employee Dress Code Policy* was discussed and approved with no changes. Motion made by Lehman, seconded by Hemmelman. Both motions were approved by all. The Board then discussed Goals 1 & 2 of the current Strategic Plan and compared it to items accomplished in 2018. Board members will continue with the discussion at the next meeting, beginning with Goal 3.1.

The meeting adjourned at 6:10 p.m. The next meeting of the Rawlins Municipal Library Board of Trustees will be held on Monday, March 25<sup>th</sup> at 5:00 p.m.

Matthew Reitzel  
Board Chairman

Robin Schrupp  
Library Director