

South Dakota State Library Board

MINUTES

Regular Meeting

February 16, 2023, at 1:30 pm CT

Virtual

REGULAR MEETING

Members Present	Jane Norling, Janice Minder, Tom Nelson, and Monte Loos (joined at 1:50 pm CT)
Members Absent	Bob Frieberg, Travis Aslesen, and Stacy Kvale
Others Present	Kathleen Slocum, Sarah Easter, Wynne Sayer, Kate Kosior, Barb Nickolas, Cheyenne Chontos, Scottie Bruch, Josh Easter, Nina Mentzel, Amanda Raiche, Lynda Lowin, Shawn Behrends, Brenda Hemmelman, George Seamon, and Quynn Verhelst; State Library.
Call to Order/ Roll call	President Nelson called the regular meeting to order at 1:45 pm CT. Verhelst read the roll call. There was not a quorum.
Welcome	Nelson welcomed everyone to the meeting. There was not a quorum, therefore no actions can be taken.
Report of the State Librarian	<p>George Seamon reported on:</p> <ul style="list-style-type: none">• Construction Update<ul style="list-style-type: none">○ Second floor remodel continues.○ An emergency exit will be created in the library area.<ul style="list-style-type: none">▪ A counter and row of shelving will be removed.• Personnel<ul style="list-style-type: none">○ New staff<ul style="list-style-type: none">▪ Digital Library Associate, Robyn Ladd-Moeckly.▪ Youth Services Coordinator, Amanda Raiche.○ Talking Book position has been offered.• State Park Licenses<ul style="list-style-type: none">○ Park passes have been spoken for and sent out.○ Lots of positive comments have been received.• Citizen Science Kits<ul style="list-style-type: none">○ Materials have been ordered.○ Will be placed at some State Parks and academic libraries for patrons to use and record statistics.• Literacy Initiatives<ul style="list-style-type: none">○ Department of Education (DOE) has drafted a literacy plan.○ The State Library will have a literacy workshop to teach librarians how they can incorporate different literacy skills for 0-5 years into story time and other activities.○ Working on a program to hold a year-round reading program.

- Joint marketing campaign with DOE to support drop everything and read.
 - Looking at how to get more books into the hands of children
- Customer Relations Software
 - Better track library visits/contacts and documentation.
 - Improve communication with libraries.
 - BIT is reviewing the software.
- Upcoming CE Events
 - School Library Book Study
 - Jump Start workshop
 - Collect + Connect
 - Regional Training on Strategic Planning
 - Black Hills Mini Library Conference
 - Public Library Institute
- Legislative Session
 - SB193 – provisions of review and selection of instructional materials. Sent to 41st day.
 - HB1163 – prohibits the dissemination of obscene material to minors in a public school or public library. Sent to 41st day.
 - HB1116 –prohibit the use of state resources in hosting lewd or lascivious content. Passed out of House to Senate. Removed reference to drag queens.

Roll call

Loos joined the meeting at 1:50 pm CT. Verhelst read the roll call. There is now a quorum.

**Declaration of
Conflicts of
Interest**

None.

**Adoption of
Agenda**

A MOTION was made by Norling and seconded by Loos to approve the agenda as written. MOTION CARRIED

**Approval of
Minutes**

A MOTION was made by Norling and seconded by Minder to approve the minutes of the September 29, 2022, meeting as written. MOTION CARRIED

OLD BUSINESS

Board Appointments

Seamon submitted names to the Governor's office. He asked that Norling be reappointed and the other is a replacement for Loos.

NEW BUSINESS

None

Staff Reports

Kate Kosior – Braille and Talking Book (BTB) Update

Kosior reported Marcia Kaup retired in January. Interviews have taken place and an offer has been made, we are awaiting a decision from the candidate.

BTB recently went through the LEAN process and looked at its systems and procedures to determine what works and what doesn't, this resulted in some streamlining of how BTB operates. There will be some new processes implemented in the spring.

BTB will also have a new name starting April 1st. They will then be the Accessible Library Services. Kosior believes this will help bring in new patrons and expand outreach.

Winter Reading for both adults and kids is underway and goes through March. There will also be an author talk with Phil and Sandy Hamman on March 27, 2023.

Shawn Behrends – Public Library Survey and Salary Survey

Behrends is the State Library Data Coordinator. Every state library has someone assigned to this role. Data coordinators administer the public library survey (PLS) on behalf of the Federal Institute of Museum and Library Services (IMLS). The survey runs from February 1 to March 31. The PLS is a statistical survey of all public libraries in the US. More than 9,000 libraries complete the survey every year. It collects information and statistics regarding library structure and administration, collections and services, and operating income and expenditures. Behrends forwards the data from the PLS to IMLS, which shares the data on [imls.gov](https://www.imls.gov). That data is used by researchers, journalists, and policymakers at all levels – Federal, State, and local. Reporting data to the PLS is tied to receiving federal dollars.

PLS also serves as the library's annual report required by SD statute. The State Library uses information collected for planning library development services and we also make the data available to our librarians, library boards, local government, and other stakeholders.

Behrends just finished collecting data for the Public Library Salary Survey that ran through January. The survey collected information regarding the number of staff, wages, benefits, and job descriptions. Participation was voluntary, there was a 75% response rate. Behrends is working on wrapping up the survey and making the data available.

Q & A from Board

Next Meeting

Thursday, April 20, 2023, at 1:30 pm CT In-person at Beresford Public Library, Beresford.

Thursday, July 20, 2023, at 1:30 pm CT In-person at South Dakota State Library, Pierre.

Thursday, October 19, 2023, at 1:30 pm CT via zoom.

Public Comment

None

Adjournment

A MOTION was made by Minder and seconded by Norling to adjourn the meeting at 1:58 pm CT.