



The Rawlins Library Board Meeting was held Monday, July 25, 2022 at 5:00 PM in the South Dakota Room. Amy Weller, Renae Lehman, Sue Douglas, Jill Kruger, Sarah Aker, Commissioner Representative Vona Johnson, and Library Director Abby Edwardson were in attendance. Public visitors in attendance were April Hartman, Mary Schuh, John Schuh, Paula Weeldreyer, Tony Mangan, Gary Heintz, and Patti Heintz. There were others in attendance who came in but did not state their name for the record.

Amy Weller motioned to call the meeting to order. Amy Weller informed the public she would provide a ten minute window for public comment and that the limit of five items out was incorrect information. Paula Weeldreyer spoke first about her concerns as a teacher and for small children not being able to check out large amounts of books. Mary Schuh spoke next stating that a reduced number of books would impact homeschool families and paid patrons. Gary Heintz stated support for the library and appreciation for interlibrary loan. Patti Heintz stated that she checks out approximately six books at a time and Gary Heintz continued stating they would not like to see the limit reduced to five items. Tony Mangan stated that he was happy to hear that it was a mistake and he was there for his grandchildren. Tony continued stating that anything less than 20 books would be detrimental for the kids. However, Tony stated that he thought 20 items was fine. John Schuh stated that the limit should be based upon the number of children in the family. Amy Weller wrapped up the public comment portion of the meeting by stating that the limit of books would not be discussed further in the meeting until the new business portion of the meeting.

Circulation reports were given next by the Director. Circulation is up and the highest it has been all year. The Director's report was provided next to the board and included information about upcoming programs in August including the summer picnic and reading rewards for kids who completed reading logs in the summer reading program. The Director's report also included an updated on the Hughes County Budget Hearing and the Fort Pierre City Budget Hearing. The Director reported to the board that she had met with City CPA and City Administrator about the cost of paid patron cards and trying to find a solution for Hughes County paid patrons. Financial reports were provided as well. The budget is in good shape overall but the a couple lines are over budget due to summer reading.

A review of the circulation policy was completed. The overview portion in the proposed portion was considered okay by all board members. The registration portion brought up the issue of what forms of ID the library will accept from patrons. Currently the library requires a government issued ID. Sarah Aker stated that she thinks the library should accept school IDs. The type of ID required was not resolved in the discussion. The replacement card fee was discussed at length and was decided not to have any replacement card costs in the proposed new policy. The wordage of "must" and "may" need to match in the proposed new policy, per Jill Kruger's suggestion. Sarah Aker suggested that after three replacement cards

that the patron's card should remain at the desk. However, the Director pointed out that the library staff cannot dictate that the patron's card stay at the desk should the patron wish to take the card with them.

The Director and Board Members discussed the need to reduce the number of items out. If a patron is overdue or simply does not return the items to the library, the library is out those items and will need to reorder them or delete them from the collection. The current policy states that a patron can check out 30 books, 30 audiobooks, 5 DVDs, 5 music CDs, 5 magazines, 3 backpacks, and 1 playaway. The total count of all those items is 79. In theory, under the current policy, a patron could come to the library and check out 79 items in various circulation categories. If that one patron did not return the items or was long overdue on returning the items, it would drastically hurt the collection for a few reasons. Other patrons would not have access to those items and the library budget would suffer because it would have to reorder those items.

The circulation limit was discussed as to how many days out all items should be. The Director recommended that all items have the same length of check out to simplify the process for patrons. The Director expanded stating that DVDs do not circulate like they once did due to streaming and DVDs are comparable in cost to books if not lower in cost than books. The Director continued stating that having one due date would be easier for patrons to remember than multiple due dates for different report classes of items, therefore having a possible higher success rate for patrons remembering to bring items back. The Director also recommended a limit of 20 items out at one time per patron for all circulation classes (i.e. books, audio books, DVDs). Amy Weller recommended a 30 day check out for all items with a max of 20 items out at one time per patron.

Vona Johnson recommended a family limit of 50 items total. Jill Kruger stated that she liked the family option. Sarah Aker wanted to hold off on the policy until September. The Director stated that the policy could be re-reviewed again in August and approved at the August board meeting. Board members stated that this has been an issue since 2014 and it would not hurt to wait. The Director responded that there is numerous library business to attend to and it would be beneficial to discuss and approve the circulation policy in August so additional library work could continue.

Following this conversation, discussion was held about going fine free at Rawlins Library. Sarah Aker motioned to approve the fine free policy and Jill Kruger seconded the motion.

The meeting concluded with Amy Weller setting the next meeting date as August 29<sup>th</sup> at 5:15 PM. Amy Weller stated that we have to meet each month for accreditation and Vona Johnson stated that we need to communicate if we know we will not be able to make a meeting work. Sarah Aker stated that she needs to meet at 5:15 PM and Sue Douglas stated that we needed to advertise the new time. The meeting adjourned at 6:51 PM.

Abby Edwardson, Library Director

*Abby Edwardson*  
Library Director

Amy Weller, Board President

*Amy Weller*