

**MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on FEBRUARY 1, 2012**

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held on the 1st day of February, 2012. Present were board members Jan Johansen, Ardel Bengtson, Sally Reinert, Randy Meyer, Merrie Stinger and Twila Preston. Also in attendance was Library Director, Dave Mixdorf. The meeting was called to order at 5:30 p.m. by President Jan Johansen and he stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all those in attendance. Minutes of the monthly meeting held on January 3, 2012, were distributed to Board Members. The minutes of such meeting stood approved as read.

**Correspondence and Communications:**

The board received a thank you from the family of Audrey Murphy.

**Librarian Report:**

Monthly usage statistics reports were distributed. Mixdorf commented on such statistics and reported on upcoming events. Some of these events were the Reel to Reel movie night, Harney reading night, Robotics Club, Classical Movies night every third Tuesday, Bird Count training session, and Preservation week. He also updated us on the computers, scanners, projectors, and the senior + area.

**Old Business:**

New Board Member:

The request for applicants to fill the vacancy will be published.

Best Small Library:

Dave reported that we did not receive the "Best Small Library" award. We will apply again next year.

Computer Classes

Dave presented a list of the computer classes offered by the library in February. The list also appeared in the city newsletter.

Foundation Request:

Dave reported the purchase of a podcast Apple Computer with software for video and photography, a popcorn maker, and upgrading all computers to Windows 7 and Office 2010. The Foundation will also fund the Dome Theater coming to the library for the summer reading program and a designated genealogy computer and a computer designated for DVD watching complete with headsets.

Optimist Christmas Wreath Auction:

The library received a check from the Optimist Club for \$1000 from the proceeds of the auction. The money will help to fund the summer reading program. This check was presented during the Chamber Coffee hour at the library.

Connections to Other Agencies or Groups:

Dave has a list of individuals and groups that may be willing to conduct a class at the library on various topics.

Preservation Week:

During this week individuals may bring in photos to be scanned for preservation. This will take place April 22-28.

Nebraska Legislative Day:

Because of prior commitments there will not be a representative from the library at this session.

National Library Week:

This will be April 9-14. The library will host the Chamber Coffee hour in honor of this on April 13. Dave will also host a barbeque to honor those involved with the library.

**New Business:**

Odessa and Dave will teach a Nebraska Encompass Class on “Turning Your Library Around” on February 15 at the library. Librarians from the area will attend.

Three high school students have volunteered to tutor students after school at the library. Money has been donated for the after school group to furnish snacks.

The summer reading program will take place June 1 – July 31. Odessa will be in charge of this. A Mad Science program, a ventriloquist program, a Sioux Falls zoo program, and the Dome theater are some of the programs offered during this time.

Dave will be meeting with a group to discuss possibly having a Farmers Market in SSC this summer.

**Motion to Adjourn:** Motion by Sally Reinert, Second by Merrie Stinger to adjourn. Motion passed. Meeting adjourned at 6:25 p.m.

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President

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Secretary

**MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on MARCH 7, 2012**

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held on the 7th day of March, 2012. Present were board members Jan Johansen, Ardel Bengtson, Sally Reinert, Randy Meyer, and Merrie Stinger. Absent was Twila Preston. Also in attendance was Library Director, Dave Mixdorf. The meeting was called to order at 5:30 p.m. by President Jan Johansen and he stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all those in attendance. Minutes of the monthly meeting held on February 1, 2012, were distributed to Board Members. The minutes of such meeting stood approved as read.

**Correspondence and Communications:**

None

**Librarian Report:**

Monthly usage statistics reports were distributed. Mixdorf commented on such statistics and reported on upcoming events. Container gardening, adult gaming afternoon, Earth Day book talk on gardening, bird watching and hike at Crystal Cove, and a class on Preservation were some of the events mentioned

**Old Business:**

Computer Classes

Dave presented a list of the computer classes offered by the library in March. The list also appeared in the city newsletter.

Preservation Week:

During this week individuals may bring in photos to be scanned for preservation. This will take place April 22-28.

National Library Week:

This will be April 9-14. The library will host the Chamber Coffee hour in honor of this on April 13 at 9:30 AM. Dave will also host a barbeque to honor those involved with the library on April 11 at 5:00 PM.

**New Business:**

Mango Languages

The library is (interested in enrolling) now enrolled in Mango Languages. This is a language learning program that can be accessed online. Users need a library card but otherwise this program is free. The cost of this program is \$1571.00 for the year. Thirty five foreign languages and fifteen ESL classes are available. Dave has asked the Library Foundation to fund this program.

Library Accreditation

All policies must be reviewed every three years. The board received copies of the current policies and was asked to proofread these documents for our next meeting. The board will also receive a copy of the budget.

**Motion to Adjourn:** Motion by Sally Reinert, Second by Merrie Stinger to adjourn. Motion passed. Meeting adjourned at 6:20 p.m.

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President

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Secretary

**MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on April 4, 2012**

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held on the 4th day of April, 2012. Present were board members Jan Johansen, Sally Reinert, Randy Meyer, and Twila Preston. Absent were Ardel Bengtson and Merrie Stinger. Also in attendance was Library Director, Dave Mixdorf. The meeting was called to order at 5:30 p.m. by President Jan Johansen and he stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all those in attendance. Minutes of the monthly meeting held on Mar7, 2012, were distributed to Board Members. The minutes of such meeting were amended to read "The library is interested in enrolling in Mango Languages" rather than "The library is now enrolled in Mango Languages." With that correction the minutes were approved.

**Correspondence and Communications:**

The library received a thank you from the family of Audrey Murphy for the memorials provided.

**Librarian Report:**

Monthly usage statistics reports were distributed. Mixdorf commented on such statistics and reported on upcoming events. **Attended** Midstate Conference, Public Library State Meeting in **Grand Island**, and American Library Week were some of the events mentioned.

**Old Business:**

**Preservation Week:**

During this week individuals may bring in photos to be scanned for preservation. This will take place April 22-28.

**National Library Week:**

This will be April 9-14. The library will host the Chamber Coffee hour in honor of this on April 13 at 9:30 AM. Dave will host a barbeque to honor those involved with the library on April 11.

**Library Accreditation**

All library policies must be reviewed every three years. The board reviewed copies of the current policies. Discussion was held on each policy. Some grammatical and style corrections were made to the following policies: Weeding Policy, Confidentiality of Library Patron Records, Reference Service Policy, Finance Policy, Unattended Child Policy, Emergency and Safety Policy, Public Library Annex Meeting Room Policy, Gifts and Donations Policy, Displays and Exhibits Policy, Copyright Policy, Collection Development Policy, and Circulation Policy. Much discussion was held regarding the Library Behavior Penalties for Adults and Youth. It was suggested that Randy Meyer check into the language likely to cause legal concerns and Dave Mixdorf will discuss with the Police Department the types of calls they would deem appropriate. We will discuss their findings at the next meeting. Mr. Meyer also indicated he desired more time to consider the changes being made to the policies discussed. No further action on the Library Policies was made.

**New Business:**

Job Descriptions for library staff were distributed for our review. Some **additions** the library staff would like to see **added**, were previewed.

The library continues to protest the e-book policy of some publishers.

**Motion to Adjourn:** Motion by Sally Reinert, Second by Twila Preston to adjourn. Motion passed. Meeting adjourned at 6:56 p.m.

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President

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Secretary

**MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on May 2, 2012**

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held on the 2nd day of May, 2012. Present were board members Jan Johansen, Ardel Bengtson, Sally Reinert, Randy Meyer, Twila Preston and Merrie Stinger. Also in attendance was Library Director, Dave Mixdorf. The meeting was called to order at 5:30 p.m. by President Jan Johansen and he stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all those in attendance. Minutes of the monthly meeting held on April 4, 2012, were distributed to Board Members. The minutes of such meeting stood approved as read.

**Correspondence and Communications:**

None

**Librarian Report:**

Monthly usage statistics reports were distributed. Mixdorf commented on such statistics and reported on upcoming events. Odessa Meyer will attend the ALA convention in California in June. Dave Mixdorf took part in Project Compass, a think tank for unemployment ideas, in Washington DC in April. Kim and Dave attended the Public Library State meeting. Dave has been asked to serve on the election committee for the state public library section.

**Old Business:**

Computer Classes

Our library currently offers 35 different computer classes. Dave continues to monitor the effectiveness of each program and to make adjustments accordingly.

In response to requests Dave and the library staff are considering classes on Pinterest, QR Codes, LinkedIn, and Craigslist.

**New Business:**

Book sale:

The library will be hosting a book sale May 11 - 12. Volunteers are requested to help set up the paperback section on May 10 beginning at 1:00. Dave also requested volunteers for May 12 to run the book sale while a movie is being shown.

Library Accreditation

The board recommended corrections and additions to the current by-laws. President Jan Johansen will amend these documents and send the amended copy to the Library Director for approval. Dave will meet with the police department to review the Library Behavior policies.

**Motion to Adjourn:** Motion by Twila Preston, Second by Ardel Bengtson to adjourn. Motion passed. Meeting adjourned at 6:28 p.m.

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President

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Secretary

**MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on July 11, 2012**

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held on the 11th day of July, 2012. Present were board members Jan Johansen, Ardel Bengtson, Sally Reinert, Randy Meyer, and Twila Preston. Merrie Stinger was absent. Also in attendance was Library Director, Dave Mixdorf. The meeting was called to order at 5:30 p.m. by President Jan Johansen and he stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all those in attendance. Minutes of the monthly meeting held on June 6, 2012, were distributed to Board Members. The minutes of such meeting stood approved as read.

**Correspondence and Communications:**

None

**Librarian Report:**

Monthly usage statistics reports were distributed. Mixdorf commented on such statistics and reported on upcoming events. Circulation and computer usage is well above previous years. Collection of fines is also going well. The Library is currently interviewing for 3 part-time staff positions. Odessa Meyer attended the ALA convention in Anaheim, California in June. She will report on this next month. Next year's Nebraska Library Commission meeting will be in Lavista. Dave has budgeted to send staff members to this event. The 2014 Nebraska Library Commission meeting will be in South Sioux City at the Marina Inn. The budget for 2012-2013 has been submitted. The Library will be organizing the kids' games for the Cardinal Festival. There will also be a quilt show in the coffee shop area of the library and an information booth at the Dakota/Thurston county fair.

**Old Business:**

Library Policies

The board spent the rest of the meeting reviewing and revising the current library policies. These included Circulation, Collection Development, Confidentiality of Library Patron Records, Copyright, Displays and Exhibits, Emergency and Safety, Finance, Gifts and Donations, Internet Use, Mission Statement, Personnel, Public Library Annex Meeting Room, Reference Service, Library Rules, Unattended Child, and Weeding Policies. Each was approved with the exception of the Public Library Annex Meeting Room which was tabled until the next meeting to give Randy time to research the political use of the facility. Because of the time involved, the Staff Job Descriptions and Board By-Laws were tabled until the next meeting.

**New Business:**

The annual elections of officers for the 2012-2013 year were held. Elected to the job as President was Randy Meyer. Re-elected as Secretary was Ardel Bengtson.

**Motion to Adjourn:** Motion by Twila Preston, Second by Sally Reinert to adjourn. Motion passed. Meeting adjourned at 7:30 p.m.

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President

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Secretary

**MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on August 1, 2012**

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held on the 1st day of August, 2012. Present were board members Jan Johansen, Ardel Bengtson, Sally Reinert, Randy Meyer, and Merrie Stinger. Twila Preston was absent. Also in attendance was Library Director, Dave Mixdorf. The meeting was called to order at 5:30 p.m. by President Randy Meyer and he stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all those in attendance. Minutes of the monthly meeting held on July 11, 2012, were distributed to Board Members. The minutes of such meeting stood approved as read.

**Correspondence and Communications:**

None

**Librarian Report:**

Monthly usage statistics reports were distributed. Mixdorf commented on such statistics and reported on upcoming events.

The Library has filled 3 part-time staff positions. A Children's Library Associate, Spanish speaking Associate, and an additional Library Associate have been hired. The Nebraska Library Commission meeting will be in Lavista on October 18-19. Dave has budgeted to send staff members to this event. Dave and Odessa will attend both days. The rest of the staff will attend October 19. The library will be closed that day to make this possible. The 2014 Nebraska Library Commission meeting will be in South Sioux City at the Marina Inn.

The budget for 2012-1013 has been submitted. It will be presented to the South Sioux City Council on September 10 for approval.

The Library will be organizing the kids' games for the Cardinal Festival. There will also be a quilt show in the coffee shop area of the library.

On August 11 Joe Starita, author of "I Am a Man" will give a presentation at 2:00 PM. This book is part of Nebraska One Read.

On September 6 the Library will host a Nebraska Trivia contest.

**Old Business:**

**Library Policies**

The board reviewed and revised the current library policies. These included Circulation, Collection Development, Confidentiality of Library Patron Records, Copyright, Displays and Exhibits, Emergency and Safety, Finance, Gifts and Donations, Internet Use, Mission Statement, Personnel, Reference Service, Library Rules, Unattended Child, and Weeding Policies. Jan Johansen made a motion, seconded by Sally Reinert, that the policies be approved as amended. Motion carried by unanimous vote.

**New Business:**

The Board reviewed the Public Library Annex Meeting Room Policy. This policy will be renamed the Public Library Meeting Room policy. It was moved by Jan Johansen, seconded by Sally Reinert, that the following two paragraphs be inserted into the policy.

As the Library is a department of the City of South Sioux City, Nebraska, the meeting room is not allowed to be used for political rallies, endorsement of ballot issues and/or political candidates, or any other political function which could give the appearance, in any manner, that the Library endorses a political candidate and/or ballot issue. The Library meeting room is available for general meetings by political parties but no more than one (1) such meeting per month per political party or group.

If at any point in the opinion of the Library Director, said meeting of a political party becomes disruptive, the Library Director, with the approval of the Library Advisory Board, may deny future use by such group for a period of one (1) year.

Motion carried by unanimous decision.

It was suggested that the Behavior form should include the address and parent contact. Dave will take care of this.

The Board reviewed the Bylaws. A change in Article IV, Section 2, was amended as follows:

Special meetings or rescheduled meetings may be called at the discretion of the President. A special meeting may also be called when a request is made to the President by four (4) members of the Board.

It was moved by Jan Johansen, seconded by Sally Reinert, that the Bylaws and Public Library Annex Meeting Room Policy be accepted as amended. The vote will take place electronically after all have had a chance to review them.

Staff Job Description will be reviewed at the next meeting.

**Motion to Adjourn:** Motion by Sally Reinert, Second by Jan Johansen to adjourn. Motion passed. Meeting adjourned at 6:41 p.m.

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President

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Secretary

MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on September 12, 2012

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held on the 12<sup>th</sup> day of September, 2012. Present were the following board members: Jan Johansen, Randy Meyer, Sally Reinert, Merri Stinger, and Twila Preston. Ardel Bengtson was absent. Also in attendance was Library Director Dave Mixdorf. Mr. Meyer asked Ms. Preston to take the minutes in the absence of Ms. Bengtson. The meeting was called to order at 5:38 p.m. by President Randy Meyer and he stated that a copy of the Opens Meeting Act is posted on the north wall of the meeting room and is available for review by all those in attendance. Minutes of the monthly meeting held on August 1, 2012 were distributed to Board Members. The minutes of such meeting were approved by motion which was made by Ms. Reinert and seconded by Ms. Stinger.

Correspondence and Communication:

There was none.

Librarian Report:

Monthly usage statistics were distributed. Programs have gone well, especially children's programming. The Drive Inn movie was well attended. Mango Language use is picking up. Technology class offerings will increase in October. Staff are attending the Library Conference and the Library will be closed on Friday, October 19 to allow for such attendance. Mr. Mixdorf will present a program on Friday at that conference. The Library is looking into working with other community agencies on Workforce Development and being a place that community members are able to apply for services (e.g., Medicaid). The Library is also looking into working with another community group to provide homework help for children attending a free evening meal. Mr. Mixdorf also talked about three new people the Library has hired and what some of their duties are. Mr. Mixdorf stated the new employees have helped Library staff to get some "busy work" (i.e., yard, trash, fronting shelves, and shelf reading) done.

Old Business:

The Board discussed the Meeting Room Policy. Mr. Mixdorf indicated he was "okay" with the Library Director being the person who made decisions about which groups were acceptable to use the Meeting Room. The most recent version of the Meeting Room policy was distributed. Mr. Johansen moved, and Ms. Stinger seconded that we accept the most recent version. This passed. Mr. Mixdorf will provide a copy of all updated policies to the Library Advisory Board.

Three versions of the Library Advisory Board Bylaws were distributed. The board discussed combining changes from two of the versions. Mr. Johansen moved and Ms. Reinert second to accept the combined changes. This passed.

Behavior policy and Staff Job descriptions need to be reviewed and approved. Mr. Mixdorf suggested small committees. Mr. Johansen suggested it be done as a committee at large.

The Board discussed Behavior Policies for Youth and Adults. President Meyer had made some changes and he explained his changes. Discussion of issues occurred. Mr. Mixdorf will make the noted and discussed changes and will distribute these prior to the next meeting.

Policies already approved by the Library Advisory Board have been approved by the City Council.

Mr. Mixdorf will distribute the Library Rules via e-mail.

New Business:

Discussed the level of Library Certification for which the Library has applied (i.e., Level 2). Discussed what is necessary for the Library to move from Level 2 to Level 3. Those changes include: 1) increase percentage of budget spent on reading materials, 2) increase circulation numbers, 3) create a strategic plan, and 4) create a technology plan. It was decided to place this on the agenda for discussion at the October meeting.

Motion to Adjourn:

Motion by Mr. Johansen, second by Ms. Stinger to adjourn. Motion passed.

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President

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Secretary

MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on October 3, 2012

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held on the 3rd day of October, 2012. Present were the following board members: Jan Johansen, Randy Meyer, Sally Reinert, Merri Stinger, and Twila Preston. Ardel Bengtson was absent. Also in attendance was Library Director Dave Mixdorf. Mr. Meyer asked Ms. Preston to take the minutes in the absence of Ms. Bengtson. The meeting was called to order at 5:35 p.m. by President Randy Meyer and he stated that a copy of the Opens Meeting Act is posted on the north wall of the meeting room and is available for review by all those in attendance. Minutes of the monthly meeting held on September 12, 2012 were distributed to Board Members. The spelling of Ms. Bengtson's name was corrected. The minutes of the September 12<sup>th</sup>, 2012 meeting were approved by motion which was made by Ms. Reinert and seconded by Mr. Johansen.

Correspondence and Communication:

There was none.

Librarian Report:

Monthly usage statistics were distributed. Children's numbers are up "double plus." Board members were reminded that the library will be closed one day so the staff can attend The Nebraska Library Conference. In 2013 the Nebraska Library Conference will be held in South Sioux City. The library is sponsoring over 40 technology classes per month. There was some discussion about whether the library is offering too many classes. Discussion centered on whether staff members were being taken away from other duties to do the classes. Mr. Mixdorf said this was not happening. Participation in the technology classes is increasing to 1 to 2 patrons per class. In November the library is sponsoring a Technology Fair. The Christmas Wreath auction is on December 7<sup>th</sup> from 6 to 8. Mr. Mixdorf reported that the vote of the consortium to end the Harper Collins boycott was 89%.

Old Business:

The Board discussed the Behavior Policies for Under 16 and 16 plus. Changes noted were to be made and brought back to the next meeting.

The Meeting Room Policy was reviewed. A typographical error was corrected. No other corrections or additions were made.

The final By-Laws statement was distributed. Mr. Johansen moved, and Ms. Stinger seconded, that the By-Laws be approved.

New Business:

Members discussed the Staff Job Descriptions. These are being presented to the board as a courtesy. These descriptions include what employees holding the different staff

positions do for patrons on a regular basis. Mr. Johansen movee, and Ms. Reinert seconded, that the descriptions be accepted as is, recognizing these are works in progress.

Discussion of the Library Strategic Plan and Library Technology Plan was moved to the next meeting.

Motion to Adjourn:

Motion by Ms. Reinert, second by Ms. Stinger, to adjourn at 6:55 p.m. Motion passed.

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President

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Secretary

MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on November 7, 2012

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held November 7, 2012. Present were board members Randy Meyer, Jan Johansen, Sally Reinert, Merrie Stinger, and Library Director, Dave Mixdorf. Board members Ardel Bengtson and Twyla Preston were absent. President Randy Meyer called the meeting to order at 5:35, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance. Minutes of the monthly meeting of October 3, 2012 were distributed. The following corrections were made. The word 'moves' was changed to 'moved.' The word 'seconds' was changed to 'seconded,' and the spelling of Reinert was corrected in two places. Moved by Jan Johansen and seconded by Sally Reinert to approve the minutes as amended. Motion carried

Correspondence and Communications:

None

Librarian report:

The Library monthly usage statistics report was distributed. Children's programs are up by 500. Having evening staff has been helpful. Circulation is also up. Seven staff members attended the library conference in October. Odessa Meyer received the Houghton Mifflin new member librarian award. Dave Mixdorf received the mentor award. All staff have passed the technology test. New staff members will be expected to pass the test within six months. New computer classes in Spanish have been added, as well as a Pinterest class in November. Classes for LinkedIn and Picasa may be added in December. Beginning in December, a listing of classes in Spanish will be printed. Casual Conversation for English and Spanish may resume in January. Dave also reviewed the calendar of upcoming events in the library. The Library's accreditation was renewed for another three years. The library has advanced to Level 2. Dave explained what would be involved if the Library were to try to advance to Level 3.

Unfinished Business:

Behavior Policy - Over Sixteen - 'Warning' was changed to 'warning, and may be asked to leave.' The word 'reconsidered' was changed to 'reconsideration.' Moved by Sally Reinert to accept the Behavior Policy - Over Sixteen as amended. Motion amended by Jan Johansen that a copy of the amended Behavior Policy - Over Sixteen be emailed to board members. Motion as amended carried.

Behavior Policy - Under Sixteen - Changes were made to the Behavior Policy - Under Sixteen similar to the over sixteen policy. Moved by Sally Reinert and seconded by Merrie Stinger that the Behavior Policy - Over Sixteen as amended be accepted, with a copy emailed to board members. Motion carried.

Incident Report form - Lines were added for phone number, address, and identification number. Moved by Sally Reinert and seconded by Jan Johansen to accept the Incident Report form as amended. Motion carried.

Library Strategic Plan - The need for a Library Strategic Plan, and what topics should be included in the plan were discussed. The Technology Plan and Library Strategic Plan will be agenda items for the next board meeting.

New Business:

The toilet in the women's restroom overflowed, flooding the meeting room and small storage rooms. The meeting room carpet will probably need to be replaced. Dave is getting bids on new carpet.

Adjournment:

Moved by Jan Johansen to adjourn, seconded by Merrie Stinger. Motion carried. Meeting adjourned 6:58.

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President

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Secretary



MINUTES OF THE SOUTH SIOUX CITY  
PUBLIC LIBRARY ADVISORY BOARD  
Meeting on December 5, 2012

The regular monthly meeting of the Advisory Board of the South Sioux City Public Library was held December 5, 2012. Present were board members Randy Meyer, Jan Johansen, Sally Reinert, Ardel Bengtson, Twila Preston, and Library Director, Dave Mixdorf. Board member Merrie Stinger was absent. President Randy Meyer called the meeting to order at 5:30, and stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance. Minutes of the monthly meeting of November 7, 2012 were distributed. It was moved by Jan Johansen and seconded by Sally Reinert to approve the minutes. Motion carried

Correspondence and Communications:

None

Librarian report:

The Library monthly usage statistics report was distributed. Dave Mixdorf reviewed this report with the board. Fees for users outside of the city limits were discussed.

The checkout period was discussed for DVDs.

The Library website will be updated.

Dave also reviewed the calendar of upcoming events in the library. The Optimist Wreath Auction will be on December 7, 5:30 – 7:00. One third of the profits will go toward the summer reading program for the children's library. There will be a Christmas tree lighting on December 8 in front of the library. The tree was donated by Bomgaars.

The Library's accreditation was renewed for another three years. The library has advanced to Level 2. Dave explained what would be involved if the Library were to try to advance to Level 3.

Unfinished Business:

Library Strategic Plan - The need for a Library Strategic Plan, and what topics should be included in the plan were discussed. An evaluation of community growth will be conducted. A SWOT analysis will be incorporated to determine the strategic plans for the future. This process may take two years to complete.

New Business:

The Library web page has a listing for upcoming authors/writers that will be at the library

Adjournment:

Moved by Jan Johansen to adjourn, seconded by Sally Reinert. Motion carried. Meeting adjourned 6:20.

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President

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Secretary