Minutes of August 11, 2025, Library BOT Meeting:

**Present**: Paul Symens, Beth Renner, Jerome Marlow, Norm Mack, Deb College, Audrey Schuller, Jack Erickson and Sonya Lang

**Absent**:

Audrey called the meeting to order at 4:03 pm.

**Public Voice**: None

**Minutes of Previous Meeting**: Deb made a motion to accept July 2025, minutes as read; Norm seconded motion; all members present voted aye. Minutes of July 2025 meeting approved as read.

**Bills for April**: Bills for the month of August were reviewed. Paul made a motion to accept the bills presented; Beth seconded the motion; all members present voted Aye. Motion passed; August bills were approved.

**Old Business**:

Director’s Review – Audrey gathered forms from all members of the Board except Jack who did not have his completed and Jerome and Norm who did not receive form as they are new to the Library Board. Audrey will compile all information from other Board members. Once the information has been compiled, Director’s Review will be completed. Board is hoping to have this done by end of September.

Sonya shared revised proposals from two Aberdeen companies for a printer lease that would just include Fax, Email, Scan properties and copy on regular sized paper. Bid proposals were:

A&B Solutions: $176.35 per month for 60-month lease.

Century Business Products: $126.24 to $130.57 per month for 60-month lease.

Motioned made by Deb to accept Century Business Products Bid, seconded by Beth. All member present voted “Aye”, motion carried. The Britton Public Library will lease a printer from Century Business Products for 60-months starting in December of 2025.

Director advised Paul Symens that the paperwork was completed and ready for his signature at First Savings Bank to add him to the library’s checking account.

**New Business**:

None

**Executive Session**: Paul made a motion for library board to enter executive session to discuss personnel. Deb seconded the motion. All members voted “Aye.” Library Board entered executive session at 4:14pm. Executive session ended at 4:30pm. No decision made more research is needed.

**Librarian’s Report**:

The library had a total of 909 patrons visit in June

585 were adults

324 were children

Computers: used 134 times

References: 112

The back conference room was utilized 18 times.

Wireless Internet was used 205 times

Director will be receiving her Official SD Certified Librarian Certificate for 2025 – 2028 sometime later this year, after the SD Library meeting.

Ottertail approved the library to go on a level pay plan. The cost to the library will be $331.00 per month for 6 months then Ottertail will re-evaluate.

Director stated that Adult Summer Reading Challenge started August 1, 2025. We have 7 participants. We had an Adult Craft on Wednesday, August 6, 2025, with 6 individuals participating. They painted pictures of a forest. On Wednesday, August 13, 2025, we will be hosting Adult Bingo from 1:00 – 3:00 pm and to wrap us Adult Summer Reading we will be hosting a book discussion on the book Gilead. Paul Symens will be directing discussion

Friends of the Britton Public Library update:

Current Members: 21

On Sunday, August 3, 2025, a Freewill Donation Meal consisting of Pulled Pork Sandwich, Baked Bean, Mac & Cheese, Chips, Bar and glass of lemonade was served from the pool concession stand. The Friends of BPL group served 134 individuals and made a profit of $921.00. The Friends of the BPL has a balance of $1700 in checking account.

Deb made a motion to adjourn meeting; Beth seconded motion; All members present voted “Aye” motion carried. Meeting adjourned at 4:57pm.

Next meeting will be September 8, 2025, at 4:00 pm.

Submitted by Director – Sonya Lang