

Minutes of the Freeman Public Library Board of Trustees
August 26, 2025

Ashley Holzwarth called the meeting to order. Present were Terry Jacobsen, Ruth Buchmann, Laverne Graber, Becky McCune by phone, and LeAnn Kaufman.

Minutes of the July Meeting were approved by Ruth, seconded by Laverne and carried.

The following Treasurer's Report was approved by Terry, seconded by Ruth and carried.

August 2025 Treasurer's Report

	Estate and other Gifts	\$73,252.84
	Merchants Fines Account	\$12,433.89
Deposits		
Fines		\$80.66
Postage		\$4.96
Copies		\$192.20
Book Sales		\$20.00
Earbuds		\$4.00
Cleaned Discs		\$0.00
Non-resident user fee		\$60.00
Gifts		<u>\$500.00</u>
Total income		\$861.82
Disbursements		
FCDC (Freeman Bucks) Thank you for summer volunteer and prize for Bingo		\$110.00
Dollar General (supplies)		\$28.67
Amazon (Books)		\$32.02
Cricut(template)		\$1.06
Crystal Gering Nelson (SRP supplies)		\$114.62
LeAnn Kaufman (Bingo Prizes)		\$17.52
Christian Book Distributer		<u>\$40.86</u>
Total Disbursements		\$344.75
Balance		\$12,950.96
	General Budget	
Telephone		\$126.31
Electrical		\$406.21
Annual Dues		
Publishing		
Second Century		\$94.06
Repairs		

Supplies		
	Century Business	\$121.99
	Amazon	\$63.37
Travel and Conference		
Misc.		
	Appearra	\$72.60
Subscriptions		
Computer Software		
Videos		
	Amazon	\$67.96
Books		
	Amazon	\$479.84

The Building Maintenance and Inspection Policy was reviewed and changes were made.

Estimates for painting and new flooring were obtained for 2026. Sioux Falls Interiors would rip up flooring, replace flooring and provide the stack movers for \$34,649.00. Top Notch Painting would paint everything for about \$6,200. This was submitted to Lisa and added in for next year's budget proposal.

LeAnn proposed that, if funds remain in the budget at year-end, the Library consider replacing four patron computers.

Terry moved that, contingent on available funds, the Library replace up to four patron computers at a total cost not to exceed \$4,000, including purchase and installation. Motion seconded by Laverne. Motion carried.

Review of SD Open Meetings Laws. The Board was provided the Conducting the Public's Business in Public brochure prepared by the SD Attorney General's Office (revised 2025). LeAnn went over the brochure with the Board.

LeAnn raised a question regarding the City's new media policy, which states:

"The Mayor or City Attorney have been designated as the only authorized spokesperson for the City of Freeman in the event of communications with the media. Therefore, if you receive contact from the media, advise them that you cannot comment and refer them to the Mayor or City Attorney."

LeAnn inquired whether, under this policy, media requests related to library events, programs, or fundraisers must also be referred to the Mayor. She requested clarification on how the policy applies in these circumstances. Terry, the Council representative, stated he would check into this matter.

LeAnn reported that the Library has received accreditation from the South Dakota State Library. She further noted that both Crystal and LeAnn have successfully achieved library certification through the State Library, recognizing their professional development and commitment to service.

Terry moved to go into Executive Session at 6:30 pm pursuant to SDCL 1-25-2(1) personnel. Laverne seconded the motion. Motion carried.

Terry declared out of executive session at 6:36 pm.

The next meeting is set for Monday, September 22 at 6 pm.

Terry made a motion to adjourn the meeting. Laverne seconded the motion. Motion carried.

Meeting adjourned.

Respectfully submitted

LeAnn Kaufman