

Harrisburg Community Library Board Minutes

Thursday, October 9, 2025

5 p.m., Harrisburg City Hall (301 E Willow St, Harrisburg, SD)

Roll Call and declaration of quorum. Rob Doyen, Sarah Christenson, Stephanie Bouza, Kevin Maxwell (Alderman), and Cheyenne Chontos (Director).

Amendment/Adoption of Agenda. Motion by Bouza to approve the agenda. Seconded by Maxwell. Motion approved.

Reading and approval of minutes of previous meeting. Motion by Bouza to approve the September 2025 minutes. Seconded by Maxwell. Motion approved.

Financial and statistical report update. Reviewed the September 2025 financial report.

Library Director/Staff Reports:

September 2025 Attendance:

- 487 Adults
- 493 Children
- 980 Total (in library attendance)
- 49 Phone Calls
- 22 New Memberships
 - 43 Adults
 - 19 Children

September 2024 Attendance:

- 537 Adults
- 466 Children
- 1003 Total (in library attendance)
- 53 Phone Calls
- 34 New Memberships

August 2025 Computer Use: 17

August 2025 Crafts and Passive Programs: 253

The Board requests that future Director reports include the previous month's circulation statistics.

Public Input: (Comments limited to 10 minutes) None.

Unfinished Business:

Programming Update:

Previous

- Evening Storytime (9/15) - 4 Adults, 4 Children
- Morning Storytime (9/16) - 5 Adults, 7 Children
- Teen & Adult Craft: Make Your Own Tic-Tac-Toe Travel Game Pt 1 (9/16) - 1 Adult
- Robotics Club with Lincoln County 4-H (9/17) - 16 Children
- Teen Advisory Board Info Session (9/18) - 2 Children – Send flyer to Bouza
- Morning Storytime (9/23) - 7 Adults, 12 Children
- Teen & Adult Craft: Make Your Own Tic-Tac-Toe Travel Game Pt 2 (9/23) - 1 Adult

- Morning Storytime (9/30) - 4 Adults, 5 Children
- Spice of the Month Club (10/6 - 1/10) - 4 Adults

Upcoming

- Morning Storytime (10/14)
- Teen & Adult Craft: Macrame Ghosts (10/14)
- Robotics Club with Lincoln County 4-H (10/15)
- Teen Advisory Board (10/16)
- Morning Storytime (10/28)
- Preview Screening of The American Revolution, a Ken Burns Documentary with SDBP (11/6) - Send flyer to Rob

HCL Board of Trustees Bylaws. Reviewed the suggested updates to the HCL Board of Trustees Bylaws. Motion by Bouza to approve the updates to the HCL Board of Trustees Bylaws. Seconded by Christenson. Maxwell abstained. Motion approved.

New Business:

Closure. The library will be closed on Saturday, October 11 and Monday, October 13 in observance of Native American Day.

ICMA Conference. Cheyenne Chontos will be gone Saturday, October 25 – Wednesday, October 29 for the ICMA Conference in Tampa, FL. The library is staffed for those days.

Public Library Trustee Handbook. Began discussions on Chapter 1 of the South Dakota State Library's Public Library Trustee Handbook. The Board will further discuss and review Chapter 1 at the next meeting.

Other:

City update. The City Council will have the first budget hearing for the 2026 City budget on Tuesday, October 21 at 6pm.

Set Date for Next Meeting: Thursday, November 13, 5pm. City Hall.

Adjournment. Motion by Maxwell to approve the adjourn at 5:27pm. Seconded by Bouza. Motion approved.