GARNETT PUBLIC LIBRARY

BOARD MEETING

Monday, August 14, 2023

Present: Cass Smitheran, Linda Huettenmueller, Sandra Moffatt, Rachel Dougherty, Sharon Yost, Mike Hermann, Librarian Andrea Sobba. Absent: Karen Katzer, Mayor Jason Sheahan

1. SECRETARY’S REPORT: Motion was made and seconded to approve the minutes as presented (Dougherty/Smitheran). Motion carried.
2. TREASURER’S REPORT:
3. City expenditures – budget is going well.
4. ARSL is the Rural and Small Libraries. The first expense is for the conference in Wichita, the second is for the dues. KLA is for dues. Andrea has applied for grants that would help cover those costs. Credit card charges are for books and program supplies.
5. Nothing to note on the petty cash sheet.
6. Money bag sheet shows normal items.
7. SEK & State Aid – the yellow is what’s different than what was sent out with the minutes on Friday. We did get the final installment of the SEED grant – for our new furniture.
8. Gift & Memorials – $1260.00 is for the eRate check. We will reimburse the City for internet expenses. ECKAAA was the cost for the kids to eat lunch with the Senior Citizens.
9. Nothing to note on the income and bills sheet.
10. APPROVAL OF BILLS: Motion was made to approve payment of the bills (Huettenmueller/Hermann) Motion carried.
11. CITIZENS – there were no additional citizens in attendance.
12. LIBRARIAN’S REPORT: Circulation was down from last year. It’s hard to compare this year’s Summer Reading program with last year’s because they tracked different things. Overall they read less pages and books but more signed up the first day than the total number of readers last year. ILL was slow this month and the 34 reference questions was again not correct. We did change the internet sign in with an upgrade. It is still with LibKi but now it shuts the computers down when a patron gets off and then turns it back on (so there is no record of what that user accessed), notifies the user how much time they have left, and even shuts the computers off at the end of the day.
13. No minutes from the Walker Art Committee were received.
14. FRIENDS OF THE LIBRARY COMMITTEE REPORT:
    * They are still looking for homes for this year’s Homes Tour.
    * E-Recycling will take place next Tuesday from 5:00 to 7:00 p.m., Thursday at the same time, Saturday from 10:00 to 2:00 and next Saturday at the same times. It will be here at the library. American Recycling is the company who will help with this.
15. A. SEED grant: Discussion was held about what to do with the old computer carrels. It was decided that Andrea will start with putting them on Swap and Shop to try to get rid of them to make way for the new tables that will be put together soon.
16. Stained Glass Window: It looks beautiful in the hallway but we will do something different with the lighting because you can’t see the lighting on the stained glass window when the hall lights are on. We may put a table and a couple of chairs in that area.
17. SEK Facilities Grant: Andrea showed us the staff’s thoughts on what to shoot for with the Facilities grant. It is a $5,000.00 grant but we have to match 25%, which would be about $1,600.00. We could use some money from Gifts and Memorials for the $1,600.00. The Young Adult sections and Biographies will be weeded out so there will be shelves not needed and they will be taken down which would allow a nicer section for shelving and microfilm equipment to be moved around. So that area will become more open and maybe we’d add a table and chairs to try to get the young adults more interested in coming into the library.
18. Memorials – We saw the pictures that were purchased with the Carol Askins-Beller and Joella Phares memorials. Purchased from Jenni Keith dba Faith & Photography.
19. Certificate of deposits: Rachel will go to the bank on Friday to withdraw the $18,000.00 CD that is due on Wednesday. In September (3 months from June when we opened the last CD), she will open a $10,000.00 CD, keeping the other $8,000.00 in the Gifts & Memorials account to possibly open another $10,000.00 in December, depending on rates. The rate was 4% in June, now is 4.57%.
20. Cataloging position: Andrea will interview one or two people this week for this position.
21. A. KOMA Training: A couple of members watched the video sent to us by Travis Wilson. It’s felt that we do a good job handling our meetings. Andrea can set up a computer for others to watch in the library.

B. Renewal/Expiration of Board terms – Mike Hermann will be going off the Board – last meeting will be December. Sharon’s first term will expire in December but we’d like to have her remain.

C. Upcoming Events: Charlotte will start up with children’s programs again in September. Talk Like a Pirate Day is in September. eRecycling starts next week.

The meeting was adjourned (Yost/Smitheran) at 7:03 p.m. Next meeting will be September 11th at 6:00 p.m.