

GARNETT PUBLIC LIBRARY BOARD
ZOOM Meeting Minutes
Monday, November 9th, 2020
6:00 PM

Present: Jordan Hall, Jennifer Sibley, Linda Huettenmueller, Sharon Yost, Denise Scheibmeir, Sandra Moffatt and Mike Hermann as well as Library Director Andrea Sobba.

I. Secretary's Report – The minutes were approved as submitted (Linda/ Sharon).

II. Treasurer's Report –The Gifts and Memorials account interest earnings had not been received as of the time of the meeting. G&M received \$271.20 from the funds left from copy fees and library fines. The SEK State Aid account received the final allocation for 3118.50.

III. Payment of bills was approved (Sandra / Denise).

IV. No citizens were present for comment.

V. Librarian Sobba presented her report. Circulation was down significantly as compared with October, 2019 while e-books and e-audio continue to trend upward. There was 1 story time held. A new book was installed on the Storywalk: the 2020 Kansas Reads to Preschoolers book *Groovy Joe: Ice Cream and Dinosaurs*. Five people attended the Zoom book discussion. In-library patron usage figures were not available because of the library's temporary closure during October due to staff covid concerns.

VI. No minutes were received from the Walker Art Committee.

VII. The October FOL meeting was cancelled since it fell during the temporary closure of the library. Members have decided to hold the annual meeting in conjunction with the November meeting after all. FOL did receive a Covid-related grant in the amount of \$1882 to compensate for profits lost after cancellation of the ice cream social and the holiday homes tour.

VIII. A. Half of the roof is completed and a corresponding payment was made. Work on the remaining half will begin in Spring, 2021.

B. Despite the rising number of cases in the area, the library is still operating in Phase III of the pandemic policy. The library will continue its current temporary hours, though the Board may need to approve a move to curbside service if circumstances warrant it. Board members approved the posting of "Mask required" signage at library entrances (Yost/Moffatt).

C. Discussion of staff issues was moved to the end of the meeting so a board member whose immediate family member is a library employee could avoid a conflict of interest.

D. The new copier should be arriving on 11/10/20. The old copier will be moved to City Hall for supplemental use.

E. Andrea estimates the two new computers she is planning to purchase before year's end will cost around \$650-\$750 each.

F. Andrea reviewed updates to the GPL Goals Flowchart. She has added the need for a review of staff salary ranges. She has also paused efforts to increase overall circulation until the pandemic subsides. The effects of the pandemic have negatively impacted progress toward many of the goals listed.

IX. A. Andrea was able to address some mid-October vandalism that occurred on the front sidewalk and on the brick in the back of the building. Security camera footage and further investigation led to the two responsible parties. The police were not involved, but the youths completed two cleaning sessions to make things right. Andrea mentioned that if needed, an existing security camera could be relocated to the back of the building.

B. The theme for the 2020 Garnett Christmas parade is "Golden Memories" to honor its 50th year. Library staff would like to create a "Little Golden Memories" float that features enlarged Little Golden Books.

- C. Discussion of eliminating fines was tabled until Andrea has done more research.
- D. The Board approved the reappointment of Wanda Taylor and Candy Hewes to the Walker Art Committee (Scheibmeir/Yost).
- E. The *Taste of the Holidays* annual event to thank patrons for their support of the library will not be held this year due to Covid-19 restrictions. Mini-calendars with small bags of cookies will be given out instead.

Denise excused herself from the meeting.

Staff Issues (delayed from earlier in the meeting: Old Business, item C.)

Candidates interviewing for the Adult Services Coordinator vacancy and the janitorial position are listing a desired hourly wage that cannot fit within the current staff salary range. With all the employee turnover in the past couple of years, Andrea would like to rework the salary range to help attract and retain qualified employees. At the same time, she also feels that current staff should still make more per hour than those just starting out in a similar role. The Board approved the following wage increases as outlined by Andrea (Moffatt/Hall):

Position	2020 Wage	Proposed Raise	Wage after 3% 2022
ILL	\$10.42	.50 begins 2021	\$11.25
Youth Services	\$9.15	.50 now +3% 2021	\$10.24*
Cataloger	\$9.00	3% 2021 + .25 at 1 yr	\$9.81
Director	\$19.14	eligible % 2021	\$20.30 minimum
Adult Services	\$9.00	Hire at \$9.25, 3% 2021, .25 at 1 yr	\$10.07*
Janitor	\$9.53	Hire at \$9.25, 3% 2021, .25 at 1 yr	\$10.07
Lawn Care	\$9.25	3% 2021	\$9.82
Fill-In	\$9.39	-----	

**Youth Services and Adult Services positions require creativity, as well as attendance at special programming events on evenings & weekends, so starting wages are weighted more heavily.*

- F. The next regular meeting will be held Monday, 12/14/20 at 6:00 PM with social distancing at the library unless restrictions dictate otherwise.

The meeting was adjourned (Hall/Moffatt).

Submitted by Jennifer Sibley, Secretary