

GARNETT PUBLIC LIBRARY BOARD
Meeting Minutes
Monday, December 13th, 2021
6:00 PM

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

I. Secretary's Report – The minutes were approved (Huettenmueller/Scheibmeir).

II. Treasurer's Report – Andrea provided an overview of the balance sheets for library revenue and expenditures. The library budget is on track for the year, though income from local taxes may not be as high as projected. Andrea has purchased the lower priced items on the "I Have a Dream" wish list and is looking to buy a cordless vacuum next. Bank statements and check registers for the Gifts & Memorials account and SEKLS/State Aid account were available for review. Interest received was \$2.16 for the month of November.

III. Payment of bills was approved (Hall/Moffatt).

IV. No citizens were present.

V. Librarian Sobba presented the usual statistics for library usage and activities for November of 2021 as compared to November of 2020. Circulation was up by 507 items. E-books and e-audio were down slightly. There were 8 storytime sessions held with 143 attending. One young adult program was held with 5 participants. The storywalk had 21 uses reported. One adult program was held with 7 attending. There were 7 library-related uses of the Archer Room and 6 public uses. Patron usage for the library averaged 47/day and 6/hour.

VI. The Walker Art Committee has received \$1,000 from the City of Garnett tourism committee to support a silent art auction and winetasting event.

VII. FOL is continuing its Pizza Hut fundraiser. Each Thursday, customers may request that 20% of their purchases be donated to FOL.

VIII. A. There have been no recent staff issues.

B. The coffee nook area will reopen and hand sanitizer will be made available to users of the nook. The adult reading program will be structured to limit the number of people gathering at in-person events. Enrollment begins on 1/17/21. An afternoon and evening time slot will be provided for the 1/19/21 kick-off event as well as the end party on 3/1/21. Eligible reading concludes on 2/25/21. There will also be take-and-make activities midway through the program.

C. The decision to wrap the posts of the pavilion have increased the overall cost of the ARPA project by \$1900. Andrea is collecting color preferences from board members. Work has begun on the stone slab seating for the window niches. Andrea is hoping that work on the cement pad will begin soon.

D. Andrea has received 5 hotspots but is still waiting on the rest to arrive. She will be developing a policy for their checkout.

E. Andrea still needs to meet with Travis Wilson to discuss the reimbursement of staff salaries to the city.

F. Andrea has completed training for KanPay and will now train the library staff. It will take time to know how the system actually processes transactions in terms of grouping and frequency.

G. Karen Katzer and Rachel Dougherty have applied for the current GPL board vacancies and are awaiting approval.

H. Taste of the Holidays is scheduled for Wednesday, 12/15/21. Treat bags will be provided to patrons visiting the library as a thank you for their ongoing support.

IX. A. Trustees adjourned to executive session for 25 minutes to complete the library director's annual performance evaluation. Upon reconvening, board members shared the results of their evaluation with Andrea. Past & present yearly goals were also reviewed.

B. The next regular meeting will be held Monday, 1/10/22 at 6:00 PM.

The meeting was adjourned (Sibley/Scheibmeir).

Submitted by Jennifer Sibley, Secretary