

Minutes, Garnett Public Library Board of Trustees, Monday, March 6, 2017, 5:30 p.m.

Nancy Horn, president, presiding; Betts Abraham, Linda Huettenmueller, Steve Markham, Sandra Moffatt, and Cleon Rickel. Also attending Andrea Sobba, library director.

I - Motion by Huettenmueller to accept the secretary's report, second by Moffat. Board approved.

II - Treasurer's Report.

Librarian Sobba reviewed changes in the library's budget system in which trustees established separate bank accounts for Southeast Kansas Library System payments and grants, and state grants to keep those funds separate from the library's general fund and other tax-supported funds. Trustees examined bank books of new checking accounts, as well as that of memorial fund.

III - Motion by Markham to pay bills, second by Rickel. Board approved.

IV - Librarian's Report.

Librarian Sobba reported on library circulation, financial and other data for the month.

V - Trustees reviewed Walker Art Committee minutes.

VI - Friends of the Library.

A. Librarian Sobba reported the Friends membership drive is under way and membership numbers remain on track.

B. She also reported on the Scrabble tournament, and that the next has been scheduled in two years.

VII - Old business.

A. Archer Room policy review. Librarian Sobba and trustees reviewed changes she has recommended, including to clarify rules concerning regular users of the room and for room rental rates. Motion by Markham, second by Huettenmueller to accept the policy changes for use of room: Clarification was made about business use of the meeting rooms for not-for-profit activities, but programs involving the sale, advertisement or promotion of commercial products or services are prohibited. No user may charge a fee for activities held in Archer Room other than to cover the cost of materials and other related expenses. Changes were made to the following - Individuals and groups may make four reservations up to six months in advance. Cleaning deposit increased to \$20; individuals and groups may choose to leave deposit on file if additional meetings are planned or scheduled, at the end of 6 months, the deposit will be considered a donation Clarification on turning in door keys for meetings after hours.

B. Librarian Sobba reported planning continues on Literary Festival.

C. SEK and state aid funds reviewed during treasurer's report.

D. The trustees agreed to recommend Jennifer Sibley and Carrie Rulon to the city commission for appointment to the board. They would succeed Trustees Horn and Rickel, who are completing their second term in March.

VIII- New Business

A. Trustees discussed increasing the treasurer's bond to \$40,000, but delayed to next month, to await addition of new trustees.

B. Trustees also discussed request by patron for handicapped-accessible accommodations in bathrooms. Librarian Sobba noted that another set of bathrooms are handicapped-accessible but that the bathrooms under discussion could use grab bars. Trustees instructed her to get cost estimates on doing so.

C. Katie Holloran will attend an SRP training workshop and Andrea Sobba will attend the Westminster Woods conference at the end of the month.

D. Next meeting April 3.

Adjourned by President Horn.

Respectfully submitted by Cleon Rickel, secretary