

GARNETT PUBLIC LIBRARY BOARD

Meeting Minutes

Monday, October 1st, 2018

5:30 PM

Present: Steve Markham, Betts Abraham, Jennifer Sibley, Linda Huettenmueller, Sandra Moffatt, Carrie Rulon, and Mike Hermann. Also present: Andrea Sobba, Library Director.

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

II. Treasurer's Report – Check registers for the Gifts & Memorials account and SEK State Aid account were reconciled with recent bank statements and available for review. The G&M account earned \$1.11 in interest. A \$400 grant was received from SEKLS to help defray costs for Andrea's trip to the ARSL conference. The kiosks ordered from Barking Dog Exhibits for the Storywalk have arrived but are not part of this month's bills.

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

IV. Librarian Sobba presented her report. Circulation numbers increased by 50 this month. The ARSL conference was very good; Andrea brought back programming information regarding ID theft prevention and *Adulting 101*. Attendance was low at the recent *1,000 Books Before Kindergarten* evening event.

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

VI. The FOL will be organizing the Kansas Reads to Preschoolers activities for November.

VII. A. The globe lighting replacement fixtures for the original library area have been received. City of Garnett staff will install them when the opportunity arises.

B. The 2019 budget submitted by library trustees and slightly increased by City Manager Weiner was published in the local paper. The budget has remained unchanged at \$200,000.

C. The kiosks for the Storywalk are being stored at the City garage except for one: Andrea kept it for her September presentation at Westminster Woods. Andrea will also make a presentation to the Friends of the Prairie Spirit Rail-Trail to see if they would like to contribute to the project. The next step will be planning the actual placement of the kiosks along the trail (beginning/end points, intervals, etc.).

D. The status of the interior door restoration remains the same.

E. Ideas for the SEKLS Technology grant include: interactive tablet for the children's area; new wireless printer; increasing the current number of security cameras from 9 to 16; changing the app for tracking library internet usage from Ubiquity to Miraki. After some discussion of cost for each option, Board members were most interested in upgrading library security. A motion was made and seconded to submit a security upgrade plan for the Tech Grant (Rulon/Abraham). If the grant is received, projected outstanding costs of \$3826.00 would need to be covered through Gifts and Memorials funds.

F. Wolken Plumbing & Electric, Inc. is still scheduled to update the library thermostat.

G. Stacy Hunter has filled the cleaning position vacated by Shirley Benjamin. Shirley's retirement party will be held at Maloan's later this month. The Board elected to cover the cost of dinner for Shirley, her daughter, and son-in-law as well as \$50 in Chamber Bucks (Abraham/Moffatt). Andrea is still looking for a replacement for Katy in Youth Services. Charlotte Lutz has filled in temporarily to cover a story time date and Teen Tech Night. The Board determined that it was appropriate for any permanent Youth Services Coordinator to undergo a background check prior to employment (Abraham/Moffatt).

H. The library staff will leave DVDs available for checkout in their cases on library shelves until the first of the year. At that time, any incidence of theft will be considered before the change becomes permanent.

VIII. A. The Board approved the purchase of a new wireless printer at \$130 (Abraham/Sibley).

B. A donation of \$2500 was received from True Hope Church to be used for youth programs or improvements to the youth spaces of the library.

- C. Policy review was tabled until the next meeting due to time constraints.
- D. Upcoming library events include: Teen Tech, *Caffeine & Colors*, *Remember When Wednesday* (topic: where were you when iconic events occurred?). The book discussion group will tour the Hidden Figures display and enjoy a showing of the *Hidden Figures* movie.
- D. Andrea normally attends the Kansas Library Association event this time of year, but will not be free to do so until Katy's position has been filled.
- E. The next meeting will be held Monday, 11/5/18 at 5:30 PM.

The meeting was adjourned (Hermann/Rulon).

Submitted by Jennifer Sibley, Secretary