

Minutes, Garnett Public Library Board of Trustees, Wednesday, Feb. 7, 2017, 5:30 p.m.

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

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

## II- Treasurer's Report.

Librarian Sobba presented budget for this year and said that East Kansas Agri-Energy is protesting its appraisal for the ethanol plant and per the city's guidance, that the library shouldn't plan on any additional money from additional tax revenues until court appeals are decided.

She also presented the treasurer's report and reviewed budget figures.

She also presented the fact that the Southeast Kansas Library System recommends as best policy that library boards establish and maintain bank accounts for funds received by the library, in particular SEK and State Aid funding and other non-tax funding. This is allowed for in the Kansas statutes as part of the duties of the treasurer of the board. Although the library follows appropriate procedures and rules in spending SEKLS and state grants by the end of the budget year, this change will make it more transparent and easier to report. All other funds will remain with the city.

Motion by Markham to create separate bank accounts for SEKLS payments, grants and state grants, second by Moffatt. Board approved.

III- Motion by Hermann to pay bills, second by Markham. 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 underway.

B. She also reported that Scrabble tournament has been scheduled for Sunday, Feb. 12.

## VII- Old business.

A. Archer Room policy review. Librarian Sobba asked trustees to clarify rules concerning regular users of the room and for room rental rates. Trustees decided to consider requested changes.

B. Librarian Sobba reported planning continues on Literary Festival.

## VIII- New Business

A. Librarian Sobba reported on her participation in the Kansas Library Association Legislative Day.

B. Aid funds – action taken during Treasurer's Report.

C. Board terms. Trustees Horn and Rickel's terms end at the end of April. Under city term limits, they must leave from the board. She asked trustees to offer suggestions for new board members.

D. Upcoming vacations and meetings – Katy Holloran will attend early literacy symposium.

Librarian Sobba may attend Webinar at Iola Library on "Big Ideas for Little Libraries."

E. Next meeting March 6.

Adjourned by President Horn.

Respectfully submitted by Cleon Rickel, secretary