

GARNETT PUBLIC LIBRARY BOARD
Meeting Minutes
Monday, November 4th, 2019
6:00 PM

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

I. Secretary's Report – The minutes were not available for review.

II. Treasurer's Report – Check registers and bank statements were available for review for the SEK State Aid and Gifts & Memorials accounts. Interest in the amount of \$1.84 was paid to the Gifts & Memorials account. Andrea reported that line items for the yearly budget are on track except for: Telephone; Internet; P,F, & Tags; and Gas/Wastewater. Any existing overages at year's end will be offset by the surplus in the other line items. Recent funds received by the library include: Kansas Reads to Preschoolers donations; Vivian Fink Memorial contributions; and a Humanities Kansas grant to cover the cost of the FOL speaker for the annual meeting.

III. Payment of bills was approved (Scheibmeir/Yost).

IV. Librarian Sobba presented her report. Highlights included: 6 storytime sessions (with 2 visits to Head Start); 3 young adult programs with 41 attending; and the Storywalk grand opening with 35 attending. The library averaged 12 patrons/hour for the month.

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

VI. The newcomer breakfast was held for new residents in the area on Saturday, 10/26/19 at 9AM in the Archer Room with 17 persons attending. The FOL annual meeting will be held Thursday, 11/21/19 at 7PM in the Archer Room. There will be refreshments and a guest speaker. The annual Holiday Homes tour is scheduled for Sunday, 12/8/19.

- VII. A. The grand opening for the Storywalk was postponed until Monday, 10/14/19 due to inclement weather. Unfortunately, vandalism occurred in the days following resulting in cracked Plexiglas panels on some of the kiosks. A Christmas-themed book is planned for December, with seasonal titles to follow.
- B. Andrea is still weighing options for spending the remaining \$400 from the Judy Brummel Memorial.
- C. Stanion Wholesale Electric Co. has completed all lighting updates including the downlighting of the façade lettering.
- D. Inventory for insurance updates continues for the City of Garnett Art Collection.
- E. Due to the overwhelming number of applicants, GPL was not a recipient of the SEKLS furnishings improvement grant. Board members approved the use of the remaining \$2000 in the Furniture line item to purchase a portion of what was outlined in the grant application, with other items to be purchased in 2020 (Sibley/Moffatt).
- F. Andrea will contact FOL member David Theis regarding a company that can repair the stained glass window. He was on the committee for the local Catholic church when those windows were restored.
- G. The computers that will replace those currently used by Andrea and Connie have been purchased but have not yet arrived. Andrea would also like to update the AWE computer that is used in the children's section. The total cost would be \$2600. The FOL may want to take this on, and the remaining Judy Brummel Memorial funds of \$400 could defray this somewhat.
- H. Andrea reported that the KLA conference was worthwhile and gave her many programming ideas for future implementation.
- I. The budget is on track for year's end (as discussed earlier).

- VIII. A. Youth Services Coordinator Nancy Amaya has decided to return to nursing. She will be leaving her library position by the end of November. Charlotte Lutz has agreed to cover story time sessions as needed.
- B. Andrea has wanted to attend a PLA conference since becoming library director many years ago. The cost to attend the 2020 PLA conference in Nashville is around \$1500. She may receive an SEKLS grant to partially cover the cost. The Board is supportive of her attendance but she would like more time to decide.
- C. Mr. Shmucker has recommended recoating the library roof in Spring, 2020. Andrea feels the capital improvement fund will allow for this.
- D. **Remember When Wed.**, 11/13/19 at 10AM: Past Thanksgivings & Present Thanks
3rd/4th Grade Book Discussion: Because of Winn-Dixie on Wed., 11/20/19 at 4PM
- E. Closed for Veteran's Day
- F. The next meeting will be held Monday, 12/2/19 at 6:00 PM in the Archer Room.
- G. One hour of Board training was held using the SEKLS online videos *Effective Library Board Meetings: Parts I & II*. Training points elicited discussion of possibly moving GPL Board meetings to the second Monday of each month.

The meeting was adjourned (Hall/Scheibmeir).

Submitted by Jennifer Sibley, Secretary