

GARNETT PUBLIC LIBRARY BOARD

Meeting Minutes

Monday, August 6th, 2018

5:30 PM

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

- I. Secretary's Report – It was noted that the June numbers for storytime were 84 for the month rather than a weekly figure. The minutes were approved as amended. (Huettenmueller/Moffatt).
- II. Treasurer's Report – Check registers for the Gifts & Memorials account and SEK State Aid account were available for review, but July bank statements had not yet been received. The G&M account earned \$1.40 in interest during June. A financial statement from the City of Garnett indicates that courier charges are being paid out of a different line item; Nancy at City Hall is looking into the matter.
- III. Payment of bills was approved (Sibley/Rulon).
- IV. Librarian Sobba presented her report. Circulation was up by 148. Internet usage was the second highest of 2018.
- V. No minutes were received from the Walker Art Committee.
- VI. The FOL had no scheduled meeting during July.
- VII. A. 53 people attended the SRP's *Night at the Museum* held at the local history museum on Thursday, 7/26/18. Seven 5<sup>th</sup>-8<sup>th</sup> graders made presentations based on an item of interest found during a previous visit to the museum. Topics ranged from Anderson County's first female physician to the escape of Diamond the Elephant from the traveling circus to the first freed slave to reside in the county. This project was part of the teen scene programming for the summer reading program.  
B. The switch from CenturyLink to Vyyve is working out well so far.  
C. The city manager has reviewed the budget submitted by library trustees for 2019. Slight increases were made to raise the overall budget to \$200,000, ensuring that the library will continue to remain eligible for state aid.  
D. The summer reading program is now done. Katy compiled some statistics for the program showing trends over the past ten years. On average, 20-25% of children who initially sign up do not actually go on to actively participate in the program. The overall number of books read by participants is down for 2018, but the overall number of pages read by participants is strong when compared with previous years. Numbers may fluctuate due to the varying numbers of students within each grade level from year to year.  
E. Andrea was excited to report that the GPL is the recipient of an SEKLS Dream Grant in the amount of \$4,000 to be used for a local storywalk. She was finally able to connect with rail-trail manager Trent McCown and approval was given for the storywalk to be placed on the rail-trail. 75% of the grant amount will be provided up front and the remaining 25% will be forwarded at the end of the project. Additional funding will most likely come from the local Friends of the Library organization. The Kansas Dept. of Wildlife has agreed to provide the concrete and labor needed to install the kiosks. This project has been a dream of Andrea's for a long time and will definitely enhance the trail experience for families upon its projected completion in May, 2019.  
F. Andrea will check to see if multiple bids are required to proceed with restoration of wooden doors in the library interior. In the meantime, Tommy Lewis is able to start work in December on the back of one of the office doors. If the refinishing is to Andrea's liking, he could continue work on all five doors. Trustees agreed that the cost of replacing five solid mahogany doors was likely to be much higher than refinishing the current doors.  
G. Andrea is still considering ideas to submit for the SEKLS Technology grant.

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

VIII. A. Board members went into executive session for 10 minutes to discuss personnel issues. After returning to open session, the Board approved an hourly wage of \$9.00 for the part-time cleaning position to be filled after Shirley Benjamin retires in September (Markham/Abraham).

B. The following changes in library policy were approved (Moffatt/Abraham):

- Service Policy: II.5; No member of the staff will determine what may be checked out by a patron. A child's reading is the responsibility of the parent. This item will now read: No member of the staff shall determine what may be checked out by a patron. Parents are responsible for monitoring the materials that their child checks out from the library.
- Material Selection and Collection Development Policy: II, seventh paragraph; Responsibility for what children check-out rests with their parents and legal guardians. This sentence will now read: Responsibility for what children check-out rests with their parents or legal guardians.
- Material Selection and Collection Development Policy: II, (7); DVD's and Videos that have a rating of R or higher will not be purchased or added to the collection. This statement has been deleted from the policy.

These policy changes arose from patron requests to add movies to the collection that happen to have an R rating. The SEKLS courier system has made interlibrary loans of such movies to GPL patrons a regular occurrence. Board members agreed that it was time for the policy to allow R-rated movies which still fall within the library's general selection criteria. Andrea will post signage near the movies to alert patrons to the change in policy.

C. Upcoming library events include: *Caffeine & Colors*, the book discussion group, and the entry deadline for the *Week in the Life of Anderson County* photography contest.

D. Andrea's vacation will start on 8/17/18 and continue through the week of 8/20/18.

E. The next meeting will be held Tuesday, 9/4/18 at 5:30 PM due to the Labor Day holiday on Monday, 9/3/18.

The meeting was adjourned (Abraham/Huettenmueller).

Submitted by Jennifer Sibley, Secretary