

GARNETT PUBLIC LIBRARY BOARD

Meeting Minutes

Monday, September 4th, 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. (Moffatt/Huettenmueller).

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 during July. A financial statement from the City of Garnett indicates an error in payroll deductions from the "Full-Time" line item. In previous years, only Andrea Sobba's salary was deducted from this line item with payroll for all other employees falling under the "Part-Time" line item. Two additional employees' payroll is being deducted from "Full-Time", resulting in low remaining funds. City Hall is working on correcting the error. The Treasurer's Report was approved (Huettenmueller/Rulon).

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

IV. Librarian Sobba presented her report. The number of courier items handled were at an all-time high this month. Initial funds were received from the SEKLS Dream Grant.

V. Minutes were received from the Walker Art Committee for the months of May, June, and August. There was not a quorum present at the July meeting.

VI. The FOL have agreed to cover any remaining expenses for the Storywalk project after the grant money is spent. FOL funding will also provide supplies for the coffee nook area of the library and assist with the upcoming Kansas Reads to Preschoolers program.

VII. A. Andrea has found globe fixtures that will solve the lighting issues in the original library area. The globes are reasonably priced at \$16-\$17 each.

B. The 2019 budget submitted by library trustees and increased slightly by City Manager Weiner is awaiting final approval.

C. The library has received the initial \$3,000 in funding from the SEKLS Dream Grant. Andrea will be purchasing the kiosks that hold the actual book pages for the storywalk from Barking Dog Exhibits. Andrea is also making a presentation about this project to fellow SEKLS librarians near the end of September at the annual Westminster Woods retreat.

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

E. Andrea is still considering ideas to submit for the SEKLS Technology grant. The deadline is October 13th.

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

G. Youth services coordinator Katy Holloran has accepted another job in Johnson County where she plans to relocate eventually. Lemonade and cookies were served in her honor today in the library. Her enthusiasm and skills will be also be appreciated by her new employer. Andrea is currently conducting interviews to fill Katy's position as well as the part-time cleaning position available after Shirley Benjamin's retirement.

VIII. A. Board members held discussion on the subject of the video and audio recording of Garnett Public Library board meetings as requested by the City of Garnett. Board members confirmed the following points: the request for meetings to be recorded did originate with a citizen not currently affiliated with city oversight; there currently exists a regularly published list of all scheduled meetings with details of date, time, and venue; minutes from all meetings are available online once submitted to the City.

Library board members felt that the minutes from each meeting adequately reflect the actions of the Board, and that no decisions are made which are not reflected in the minutes. Additionally, library board members are individually approved by the city commissioners prior to serving a four year term. With this trust in place and the tradition of open meetings and open access to minutes ongoing, the Garnett Library Board of Trustees sees no need for additional audio & video recording (Abraham/Rulon).

- B. Policy review was tabled until the next meeting due to time constraints.
- C. Upcoming library events include: *Caffeine & Colors* on 9/19/18, the book discussion group, and *Remember When Wednesday* on 9/12/18 (topic: Fairs). The awards reception for the *Week in the Life of Anderson County* photography contest will be held at 2PM on Sunday, 9/9/18 at 2PM at the library.
- D. Andrea will Leave on Wed., 9/12/18 to attend the ARSL Conference in Illinois. The SEKLS Westminster Woods retreat will be held on 9/26/18.
- E. The next meeting will be held Monday, 10/1/18 at 5:30 PM.

The meeting was adjourned (Rulon/Huettenmueller).

Submitted by Jennifer Sibley, Secretary