

GARNETT PUBLIC LIBRARY BOARD

Meeting Minutes

Monday, February 2nd, 2020

6:00 PM

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

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

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 \$1.94 was paid to the Gifts & Memorials account. Andrea is trying out a new document format for recording Gifts & Memorials.

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

IV. Librarian Sobba presented her report. Circulation of physical materials was down for January 2020 as compared with January 2019, but up for e-books and e-audio materials. Statistics compiled for 2019 v. 2018 revealed: overall circulation is down; internet usage is up; story time numbers are down; public usage of the Archer Room is up. Andrea also presented an infographic breaking down total circulation by category (adult books, juvenile, DVD, etc.).

V. No minutes were received from the Walker Art Committee. Trustee Denise Scheibmeir, also serving on the Walker Art Committee, related that the policy for the acceptance and installation of outside exhibits has been completed. There were also 2 applications received for the annual WAC scholarship.

VI. The FOL will host a puzzle contest in the Archer Room on 2/23/20 from 1-4 PM. FOL will also purchase a new table for the recently updated AWE computer in the children's area.

- VII. A. Andrea submitted an article to the local papers regarding the library updates purchased with funds from the Judy Brummel Memorial.
- B. \$4,400 + shipping will be needed to purchase the remaining furnishings for the magazine corner. Andrea will check on the procedure for selling the old furniture before ordering the new items.
- C. Funds from the Vivian Fink Memorial will be used for repairs to the stained glass window in the foyer. Andrea is in the process of talking to a restorer and a framer.
- D. Andrea will carpool to the 2020 PLA conference in Nashville in late February. She plans to share an Airbnb rental with colleagues. Andrea received a \$527 SEKLS grant to partially cover the cost of attending the conference.

- VIII. A. Mark Powls recently tuned the Archer Room piano for a fee of \$80. He recommends accepting a newer piano if a donor offers one. Until that time, Andrea will continue to have the existing piano tuned yearly.
- B. The cost of a new copier with 4 paper trays is \$3,730 + \$600 for FAX capability. This figure does not include monthly fees or paper costs.
- C. Sandy, library custodian, has now been employed for 6 months. Trustees approved a 3% raise for her retroactive to 1/1/2020 (Scheibmeir/Sibley).
- D. The City of Garnett would like to synchronize the terms of all advisory boards. There is a possibility that current GPL board terms expiring in April, 2020 would be extended to 12/31/20 instead.
- E. **Teen Tech:** Wed, 2/5/20
Remember When Wednesday: Valentine Party, 2/11/20 at 10:00 in the Archer Room
Library closed: 2/17/20 for President's Day
Puzzle Tournament: Sunday, 2/23/20
Book discussion: Wednesday, 2/26/20 at 7PM
- F. Andrea will attend the PLA conference during the last week of February.