

GARNETT PUBLIC LIBRARY BOARD

Meeting Minutes

Monday, April 12th, 2021

6:00 PM

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

I. Secretary's Report – The minutes were approved pending one correction (Moffatt/Scheibmeir).

II. Treasurer's Report – Interest amounts for the Gifts & Memorials account were \$1.53 in March, 2021 and \$1.62 in April, 2021. Bank statements and check registers for both the Gifts & Memorials and SEK/State Aid accounts were available for review by trustees. Andrea provided an overview of the balance sheets for library revenues and expenditures. \$394.00 was collected in fines & copies.

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

IV. No citizens were present for comment.

V. Librarian Sobba presented the usual statistics for library usage and activities for March of 2021 as compared to March of 2020. Circulation was up while usage of e-formats was about the same. The online storytime sessions received 61 views. The Storywalk had 30 reported uses. The March Madness events & activities were enjoyed by all who participated. A FOL meeting was held in the Archer Room. Patron usage for the library averaged 42/day and 7/hour. Andrea was made aware of another incident of vandalism on the Storywalk: a citizen filed a police report after witnessing a youth use a pipe to smash a kiosk. Andrea is awaiting word from the police on what action was taken.

VI. The Walker Art Committee has appointed Jenelle Klehammer as the new curator. ACHS senior Lily Gruver was the recipient of this year's scholarship. The WAC is looking for a pool of docents to guide visitors to the collection as needed.

VII. FOL will hold its annual ice cream social in some form this summer. A raffle continues for the "Pamper Her" gift basket featuring products and services from many local businesses.

VIII. A. Renee Pagenkopf will replace Mandi Johnson in the Cataloging position.

B. Trustees reviewed the pandemic policy. Now that surfaces are not considered to be a significant source of Covid-19 transmission, many libraries are reducing quarantine periods on materials or eliminating them altogether. Trustees approved the end of quarantines for courier items after arrival, and the reduction of quarantines on daily returned items to one day (Moffatt/Huettenmueller). Patrons picking up interlibrary loans may still request items to be bagged for home quarantine if needed. Library employees will be encouraged, rather than required, to receive Covid-19 vaccinations. Checkout of "hands-on" materials from the children's area will not yet resume. The summer reading program will focus on outdoor activities to help facilitate in-person programs.

C. Andrea has gone with the fiber internet option through Vyve at \$150/month beginning 7/1/21.

D. Scott Rogers has completed the cleaning of windows and necessary painting for \$650.

E. Trustees visited the library's magazine corner to consider a space for inspirational signage/artwork for purchase with memorial funds.

F. Trustees reviewed library policy **IV. Gifts and tax exemption**, 3rd paragraph, beginning "*Monetary gifts will be used for the purpose specified by the donor.*" Revision of this policy is needed to emphasize that the library board will have the *final* say regarding the application of any memorial funds. Jennifer Sibley agreed to work on new wording to be approved at the next meeting. Trustees also visited the children's area to visualize Andrea's idea for Violet Brownrigg's memorial funds. She is considering a 3-way rotation of junior biographies, the children's computer, and children's DVDs. This would require a new bookshelf for DVDs to make it work.

- IX. A. Andrea reviewed the goals flowchart. The fine-free project has been completed, checkout of hotspots may be possible through a federal grant rather than a system grant, and replacement of the library's heating and cooling units looks to be the next capital improvements project.
- B. The budget was tabled until the May meeting.
- C. The next regular meeting will be held Monday, 5/10/21 at 6:00 PM.

The meeting was adjourned (Moffatt/Yost).

Submitted by Jennifer Sibley, Secretary