

GARNETT PUBLIC LIBRARY BOARD
Meeting Minutes
Monday, May 10th, 2021
6:00 PM

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

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

II. Treasurer's Report – Andrea provided an overview of the balance sheets for library revenue and expenditures. The second quarterly SEKLS allocation was received in the amount of \$3063.25. Summer reading program donations are just beginning to come in and will be deposited into the Gifts & Memorials account to cover program activities.

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

IV. No citizens were present for comment.

V. Librarian Sobba presented the usual statistics for library usage and activities for April of 2021 as compared to April of 2020. Circulation was up while usage of e-formats was down. The online storytime sessions received 55 views. There were 7 library-related uses of the Archer Room. Patron usage for the library averaged 46/day and 6/hour. A plant exchange is planned for Tuesday, 5/11/21 at 11AM. There will be a take-and-make rock painting activity for adults; the returned painted rocks will be used in a summer reading program activity.

VI. The Walker Art Committee hosted an interactive mural activity at Square Fair that was well-attended. Galleries are now open to the public. The west wing exhibit features the work of ACJSHS art students.

VII. FOL will hold its annual ice cream social in some form this summer. The annual book sale is tentatively planned for July in a "sidewalk sale" format.

VIII. A. The library is fully staffed once again. Renee Pagenkopf has completed cataloging training with SEKLS. Tegan created a wonderful vintage apron display for the display case.

B. Trustees reviewed the pandemic policy. Trustees approved the move to Phase 4 with these amendments to the following items under "**Actions to be taken**" (Sibley/Yost):

- #4: Masks will be optional for staff and patrons
- #7: Returned materials will no longer be sanitized or quarantined
- #10: Food may now be served at library programs without individual prepackaging.

C. A donation for \$150 was accepted in memory of Gary Ecclefield. Two artworks offered in his memory were instead directed to the Walker Art Committee.

D. Trustees approved a revision to the library policy **IV. Gifts and tax exemption**, 3rd paragraph, beginning "*Monetary gifts will be used for the purpose specified by the donor*" (Scheibmeir/Huettenmueller). This paragraph will now read as follows:

"Monetary gifts will also be accepted. Funds will be spent on materials, furnishings, projects and/or programs that will benefit the library and its patrons. The donor(s), library director, and the library board of trustees will work together to apply funds, though the library board will retain the final approval regarding their use."

E. Andrea reviewed the preliminary budget for 2022. Replacement of the library's heating and cooling units looks to be the next capital improvements project. The original units have exceeded their projected life expectancy of 15 years. Replacement in the near future could increase the current energy efficiency and avoid an outage that is unexpected & unwelcome. \$5,000 has been budgeted for Capital Improvements in 2022, but additional capital improvement funds exist to support a heating and cooling upgrade.

IX. A. The next regular meeting will be held Monday, 6/14/21 at 6:00 PM.

The meeting was adjourned (Huettenmueller/Scheibmeir).

Submitted by Jennifer Sibley, Secretary