

GARNETT PUBLIC LIBRARY BOARD
Meeting Minutes
Monday, March 9th, 2020
6:00 PM

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

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

II. Treasurer's Report – Check registers and bank statements were available for review of the SEK State Aid and Gifts & Memorials accounts. Interest on the Gifts & Memorials account will be known when the bank statement is received.

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

IV. Librarian Sobba presented her report. Circulation was up for February! Highlights included: story time numbers have doubled; 34 students attended the after-school book discussion; 9 students attended Teen Tech; 3 adult programs were held with a total of 70 attending.

V. Minutes were received from the Walker Art Committee. Plans include a three-generation art display from the family of Jenelle (Adams) Klehammer, installation of the Maynard Walker canvas poster, and estimates for construction of new display pedestals. In addition, exhibitors will be now be allowed to price works for sale in exchange for 10% of sales to be paid to the Walker Art Committee.

VI. The FOL will hold their annual Pi(e) Day pie sale on Fri, 3/13/20. The annual book sale is scheduled for Sat., 4/18/20. The next newcomer breakfast is tentatively scheduled for Sat., 4/25/20 at 9:30 AM.

VII. A. Memorials funds were reviewed earlier in the agenda.

B. Andrea has received a quote for copier services from Digital Connections in the amount of \$3,730. This would include 2 additional paper trays, color capability, as well as the standard features. A Fax function is no longer needed, saving \$600. Paper and other recurring supplies are not included.

C. Roofing bids have been received ranging from \$42,000 - \$52,000. The City of Garnett is seeking a grant to help defray these costs. Funds encumbered from the 2019 GPL budget will also help lower these costs when work is eventually done.

D. Upgrades to the magazine corner are not yet finished.

E. The projected cost to restore the stained glass window from the first Garnett library (a converted church) is \$4,000. This would not include the additional framing and backlighting needed for display. Trustees discussed the merits of pursuing the restoration at this cost. Andrea will see about an alternate bid and the possibility of other groups donating funds to help with this project.

F. Andrea reported on her recent visit to the national PLA conference in Nashville. She commented on the amazing displays, quality sessions, and the availability of free advance reader copies for the 8,000 attendees.

G. A City of Garnett charter ordinance has extended all currently expiring terms for advisory boards to 12/31/20. GPL Trustees Sandra Moffatt & Linda Huettenmueller agreed to stay on through that date. Board consensus was to hold elections of officers in January of each year from now on.

VIII. A. With concerns about coronavirus growing, Andrea presented a library pandemic policy for review.

It was approved with one change: removal of toys from the children's area will occur at the "Elevated" level rather than waiting until "High" (Sibley/Huettenmueller).

B. Trustees reviewed the *GPL Goals and Priorities* flow chart with the following suggestions: development of a brochure suggesting ways memorial gifts can benefit the library; the feasibility of a 3-d printer; and the use of monthly donations by Traci Vera to purchase STEM bots for young adult tech programs.

- C. Andrea is planning to attend the RIPL (Research Institute for Public Libraries) conference at K-State near the end of April. They will be focusing on tools for library evaluation and increasing knowledge of research apps.
- D. Two representatives of the Walker Art Committee are normally appointed by the GPL Board of Trustees. The current appointees, Candy Hewes and Wanda Taylor, will extend their terms to 12/20/20. Trustees approved delay of reappointments until that time (Moffatt/Hall).
- E-F. Board members discussed issues regarding staff evaluation and scheduled raises when chronic absenteeism is a factor. The matter was tabled.
- G. The inner door of the library's main entrance requires maintenance as well a security camera. Andrea will make the necessary arrangements.
- H. "March Madness" events are planned again this year to promote library services and increase patron traffic. A bake sale is also scheduled.
- I. Staff members Connie & Charlotte will both take a few days off this month.
- J. The next meeting will be held Monday, 4/13/20 at 6:00 PM in the Archer Room. The Board is now meeting on the second Monday of each month.

The meeting was adjourned (Moffatt/Hall).

Submitted by Jennifer Sibley, Secretary