

GARNETT PUBLIC LIBRARY BOARD

Meeting Minutes

Monday, July 12th, 2021

6:00 PM

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

I. Secretary's Report – The minutes were approved (Huettenmueller/Yost).

II. Treasurer's Report – Andrea provided an overview of the balance sheets for library revenue and expenditures. Royal Restoration has been paid for services rendered during the flooding incidents. Library funds also covered a staff meal from the Chinese restaurant on that stressful day of flood mitigation. Bank statements and check registers for the Gifts & Memorials account and SEKLS/State Aid account were available for review.

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

IV. No citizens were present for comment.

V. Librarian Sobba presented the usual statistics for library usage and activities for June of 2021 as compared to June of 2020. Circulation has normalized now that the library is fully open and the summer reading program is back. Usage of e-formats was down somewhat. There were eight storytime sessions with 236 persons attending (Charlotte has added sessions at the local farmers' market and free lunch site). 256 children attended other SRP activities including special sessions for the SEK Mental Health Dept. summer program. The storywalk had 78 uses reported. There were 7 library-related uses of the Archer Room and 1 public use. Patron usage for the library averaged 77/day and 11/hour. The summer reading program continues to go well. The prize jar concept and BINGO cards have been popular with the kids.

VI. The Walker Art Committee held a reception for local senior art students who were graduating.

VII. FOL held its annual ice cream social at the depot on Thursday, 6/16/21, with \$400 received in donations. The youth fishing derby was cancelled due to the weather.

- VIII. A. The City of Garnett gives new employees a raise after 6 months so Andrea requested Board approval for our three newest employees to receive a \$.25 raise when they each reach the 6-month mark. This amount should be compatible with existing hourly wages of other library staff. This 6-month raise will also become standard practice for future hires (Moffatt/Huettenmueller).
- B. There was no action taken regarding the pandemic policy, but local covid variant activity will be monitored.
- C. Commissioners approved the 2022 GPL budget before GPL trustees had a chance to formally approve slight changes, so the GPL Board retroactively approved it (Scheibmeir/Huettenmueller).
- D. Wolken Plumbing & Electrical, Inc. will order and install a new water fountain in the main library. A water bottle filler add-on is possible but will cost extra.
- E. Andrea is still waiting on an engineer to visit and recommend a solution to the west-side flooding. Some flooding continues due to the ongoing storm cycle.
- F. Andrea presented the plan for the ARPA grant. Outdoor access and seating for use of electronic devices & library Wi-Fi will be established. The first seating area will require installation of stone slabs within the niches of the building façade to create 3 benches. Each bench will require a nearby electrical outlet and USB port. A sidewalk will be needed to access this new area as well. The second seating area will be a prefabricated shaded structure near the west wing façade. This will require a cement pad, electrical connections, and a solar panel for an alternative power source. Expansion of the current security system will also be needed to properly monitor the outdoor space. While the ARPA grant will cover materials up to \$25,000, it does not cover costs for labor & installation. Board members felt that this generous grant opportunity justified spending funds from the Gifts & Memorials account to cover labor & installation costs if the grant is awarded (Scheibmeir/Moffatt).

- IX. A. E-rate funds will need to target community members who lack internet access. Purchase of an extended contract for hotspots is allowed but future renewal of the contract would have to be supported by the GPL budget. This grant will allow for purchase of hotspots to be checked out by patrons. There is also the possibility of putting “permanent” hotspots in the community and discussion was held concerning where to securely position hotspots to reach the underserved: Parkside, Willow Apartments, the Senior Center? Grant applications are due in August.
- B. The SHARP grant is provided by Humanities Kansas to help with operational support. Andrea is wondering if the outdoor lockers for pick-up of materials by patrons after-hours might fit in here. This application is also due in August.
- C. Funds given in memory of Tommy Lewis (father of staff member Connie Fagg) will be used to purchase a memorial bench. The GPL Board will also purchase a book to be donated in Tommy’s name to the library collection.
- D. The next regular meeting will be held Monday, 8/09/21 at 6:00 PM.

The meeting was adjourned (Yost/Moffatt).

Submitted by Jennifer Sibley, Secretary