

GARNETT PUBLIC LIBRARY BOARD

Meeting Minutes

Monday, December 4th, 2017

Present: Betts Abraham, Jennifer Sibley, Linda Huettenmueller, Carrie Rulon, Sandra Moffatt, Steve Markham, and Mike Hermann. Also present: Andrea Sobba, Library Director.

I. Secretary's Report – Minutes from the 11/6/17 meeting approved with a few minor changes recommended (Moffatt/Abraham).

II. Treasurer's Report – The Gifts and Memorials account earned \$1.17 in interest. The interest amount for the SEK account was not available as the bank statement had not yet arrived. Enough documentation for both library accounts (G&M and SEK) was available for reconciliation.

III. Payment of bills was approved (Abraham/Huettenmueller).

IV. Librarian Sobba presented her report.

V. No minutes were received from the Walker Art Committee. Andrea commented on the beautiful nativity sets that committee members loaned for display in the west hallway of the library.

VI. A. FOL custom tote bags are selling for \$10 and may be purchased at the GPL circulation desk.

B. A January membership drive is planned: those who donate \$30 or more will receive a free tote bag.

VII. A. Scott Rogers is nearly done with the window washing project.

B. *Taste of the Holidays* will be held in the Archer Room on Wednesday, 12/13/17 from 11:30-1:30 PM. A light lunch and holiday music will be offered as a thank you to patrons.

VIII. A. No other major events are planned for the library this month. The library will close for Christmas Day.

B. The Board went into Executive Session for 15 minutes to discuss personnel issues.

1. The Board completed its annual review of the library director.

2. Yearly bonuses for library staff were approved for the same amounts as 2016 (Rulon/Moffatt).

C. The Board presented its review to Library Director Andrea Sobba.

D. The next meeting will be held Tuesday, 1/02/18 at 5:30 PM.

E. The meeting was adjourned (Sibley/Hermann)

Submitted by Jennifer Sibley, Secretary