

MINUTES

Finney County Public Library Board of Trustees Meeting October 15, 2018 5:00 PM

Members Present: Sylvia Lira, Dave Jones, Claudia Ward, Christine Lightner, Susan Waller, Tom Klassen

Members Absent: None

Others Present: Pam Tuller-Library Director, Christine Hands-Recorder, Mickey Coalwell-LS&S via Skype.

Sylvia Lira asked if there were any additions or corrections to the Agenda. None noted. **Dave Jones made a motion to accept the agenda as written. Susan Waller seconded the motion. The motion carried.**

Minutes: The September Minutes were presented for approval. Sylvia asked if there was any discussion. Mickey noted that he was in attendance at the September meeting. **Susan Waller made a motion to approve the September minutes with corrections. Claudia Ward seconded the motion. The motion carried. The September minutes were approved for filing.**

Financial Reports September: Sylvia asked if there were any questions or comments regarding the September financial reports. Susan Waller asked about the service fee on the Boiler Fund CD. Christine hands explained that the fee was for the early withdrawal of the funds. Susan asked about the remaining balance in the Nature Explore Checking account. Christine Hands explained the fall weatherization conditioning had not been completed on the wood structures. This was to be scheduled as the weather permitted and may not be completed until the spring. Claudia Ward asked for clarification on the Sencourse bill. Christine Hands explained this was for the annual renewal for the computer security software. Claudia asked for clarification on the OCLC bill. Pam explained this was for the weekly courier service. Claudia mentioned the staff was using bottled water from Scheopner's. She stated she felt it wasn't necessary. Pam shared her justification for the expenditure. **Susan Waller made a motion to approve the September financial reports. Claudia Ward seconded the motion. The motion carried. The September financial reports were accepted for filing.**

Statistics Report September: Sylvia asked if there were any questions or comments regarding the September statistics report. Claudia Ward asked how the Home Deliveries were being done for the outreach. Pam explained that Calli Villanueva and Carly Smith were making deliveries temporarily until the new employee was hired and trained. **Claudia Ward made a motion to accept the September statistic report. Dave Jones seconded the motion. The motion carried. The September statistics report was accepted for filing.**

Friends of the Library: Pam Tuller noted that the bag of books sale would be in November. She reported the annual meeting would be at 10:00 am on Saturday, October 20. This would include the election of officers, book sale discussion and discussion about cleaning the bronze statues.

Library Report: Pamela Tuller, Library Director

- **LIBRARY PROGRAMS**
 - Harry Potter Saturday (First Saturday of every month)
 - Positive Parenting (6 week session with Russel Child Development)
 - Halloween Extravaganza—October 30th
 - Rocky Horror Picture Show—October 12th
- **LIBRARY TRAINING**
 - Pam, Calli and Megan – KLA Conference in Wichita – October 24-26
 - Pam – Alert Sense, How to Manage Conflict and Confrontation (October 29th), LiveWell Finney County Annual Meeting, Diversity Breakfast and Multicultural Summit, Diversity Breakfast

- Calli – Alert Sense, Dreaming of STEAM, Representing the Rainbow, Fall Must Haves, Reads for the Reluctant, LiveWell Finney County Annual Meeting
- Megan – Dreaming of STEAM, YA Announcement for Winter, U.N. Assembly
- Cody – Mental Health Training, XPrize Info, Diversity Breakfast and Multicultural Summit
- Becky – LiveWell Finney County Annual Meeting

- LIBRARY PARTNERSHIPS
 - Conversation Circles – LiveWell Finney County
 - Senior Community Service Employment – Darlene Taplet
 - Test Proctoring – Seward County Community College and Emporia State University

- MISCELLANEOUS LIBRARY INFORMATION
 - Hoopla –
 - October to Date – 29 New Users, 131 Total Users, 342 Circs, \$751.98
 - September - 26 New Users, 175 Total Users, 646 Circs, \$1344.14
 - August - 36 New Users, 160 Total Users, 623 Circs, \$1342.72
 - Checkouts reduced to 5 per person per month
 - 2019 Budget Meeting with LS&S on Wednesday
 - Kenneth Henderson Newcomers Tour Sept 12 (15 attendees)
 - Plymell School Visit – Literacy Week (150 students)
 - Library Booth at Fall Fest (September), First Friday Food Trucks (Sept and Oct), Mexican Fiesta

- NEXT MONTH
 - FOL Book Sale November 14 – 17
 - Library Booth at Bark-tober Fest and Day of the Dead
 - Match Day – Tuesday, November 27th

Board of Trustees Report:

Christine Lightner—Christine commented that the book displays worked well for patrons and were visible to catch the eye. She asked about story times after school. Pam shared the current programming schedule for after school story time.

Susan Waller— Susan said she liked the bulletin boards and decorations in the library.

Dave Jones— Dave said he appreciate the recognition from KLA, the board and the library staff. He reported he had been in touch with the contractors working on the sign and resolved several issues with zoning questions and regulations. He presented a quote from 3G Electric on the electrical hookup. Pam noted the sign should be shipped the week before Thanksgiving.

Claudia Ward—Claudia said she had received reports from staff on the items being used from the basement.

Sylvia Lira—Sylvia thanked the staff for all their hard work.

Tom Klassen—Tom complimented the work that had been done in the basement.

Old Business:

- Policies—Pam postponing policy updates to allow further discussion. **Dave Jones made a motion to table the policies until a future meeting. Susan Waller Seconded the motion. The motion carried.**

New Business:

- Match Day—Pam announced the library's participation in the upcoming Match Day event on November 27, 2018.

Out of Contract: The following checks were signed by the board.

- Commercial Sign--\$30,000.00—New Library Sign

The secretary signed the minutes and the financial statements.

The Meeting adjourned at 6:37 p.m. The next meeting is scheduled for November 19, 2018 at 5:00 p.m.

Respectfully submitted,

Claudia Ward