

MINUTES

Finney County Public Library Board of Trustees Meeting February 18, 2020 5:00 PM

Members Present: Dave Jones, Christine Lightner, Claudia Ward, Tom Klassen, Marsha Wright, Robert Scrivner

Members Absent: None

Others Present: Pam Tuller-Library Director, Ken Harsha-Friends of the Library, Chris Hands-Recorder.

Christine Lightner called the meeting to order at 4:59 pm. Marsh Wright was welcomed as a new board member. Christine Lightner asked if there were any additions or corrections to the agenda. Nothing Noted. **Tom Klassen made a motion to accept the agenda. Claudia Ward seconded the motion. The motion carried.**

Minutes: The January minutes were presented for approval. Christine Lightner asked if there were any additions or corrections to the minutes. Nothing Noted. **Dave Jones made a motion to accept the January minutes. Claudia Ward seconded the motion. The motion carried. The January minutes were approved for filing.**

Financial Reports January: Christine Lightner asked if there were any questions or comments regarding the January financial reports. Claudia Ward asked for clarification of the Book Page invoice. Pam explained that was an annual charge for the subscription. Claudia also asked about the W.T. Cox invoices paid in January. Pam explained that these were for the annual subscriptions to the newspapers and magazines. **Christine Lightner made a motion to accept the financial reports for the month of January. Robert Scrivner seconded the motion. The motion carried. The January financial reports were approved for filing.**

Statistics Report January: Christine Lightner asked if there was any discussion of the January Statistic reports. Claudia asked why the items added to the collection had dropped. Pam explained that there were no discretionary purchases made during the month. **Claudia Ward made a motion to accept the January statistic report. Dave Jones seconded the motion. The motion carried. The January statistics report was accepted for filing.**

Friends of the Library: Ken Harsha gave the board an update for the Friends of the Library. He stated that they were working on new brochures. Ken said that they were working on revising the by-laws. He also reported that they were successfully recruiting new members and that they were working on renewing the 5013C for the organization. The next meeting of the Friends will be on May 16, 2020.

Board of Trustees Report:

Tom Klassen—Nothing Noted

Dave Jones—Nothing Noted.

Robert Scrivner— Nothing Noted

Claudia Ward— Claudia stated that she was appointed as chairman of the Friends of the Library membership committee.

Christine Lightner— Nothing Noted

Library Report: Pam Tuller, Library Director

Busy, Busy, Busy. That is what the library has been over the past few weeks. We have seen an increase in weekday and weekend activities. This is a great thing as we try to increase our circulation and visits.

Calli and Pam will be attending PLA (Public Library Association) Conference in Nashville, TN next week. Becky and Chris will be in charge during our absence. Chris will work the open shift and Becky will work the closing shift. Please let them know if you have any issues or concerns. Please feel free to text me if you have any questions, I will respond as soon as I can.

Pam said she was a part of the Saturday morning Ward's radio program during February and was hoping to be a guest again in the future.

Current Projects in the works:

- Weeding Adult Non-Fiction & Mystery
- Painting Kitchen in Dorothy's Room
- Bathroom Remodel
- Strategic Plan – Develop a tracking and reporting system
- Month and Year To Date Financial Reports

Staffing Report

We are fully staffed, and have 2 paid volunteer through SER (Senior Employment Rehabilitation) and 1 paid volunteer through Kansas Workforce One.

Partnerships Report

- Pam presented to Rotary on Feb 12
- Garfield Early Learning Center and Head Start Outreach Storytimes
- Holcomb School to start Outreach Storytimes once a month in January
- Kansas Health Foundation, USD 457, Russell Child Development Center, GC Catholic Schools for the Early Literacy Grant
- Garden City's Complete Count Committee for the Census

Programming Report (Calli Villanueva)

- Boards and Bricks has moved to Saturdays and a new program Coffee, Kool-Aid and Coloring has started on Sundays.
- New Programs – Wreck This Stuff, Tech Help, Spanish Computer Classes, Anime Afternoons, Introduction to..., and Tween Time
- Summer Reading Plans are in the works

Coming Up (February)

- Feb 25 – Introduction to... THE CENSUS

Pam noted that the year to date budget report requested by the board from LS&S would be addressed during the March 16th meeting.

Correspondence: Chris Hands presented the Western Kansas Community Foundation quarterly reports to the board received in the main for review.

Old Business:

- Nature Explore—Pam presented the board with an option for a shade structure to cover the Nature Explore stage area. The board had a brief discussion. **Marsha Wright made a motion to table the item until March. Christine Lightner seconded the motion. The motion carried.** Pam presented the board with a list of the elements that were needing replaced in the Nature Explore classroom. **Tom Klassen made a motion to transfer up to \$750.00 from the Wampler fund to the Nature explore account for element replacements for the Nature Explore Area. Marsha Wright seconded the motion. The motion carried.**
- Board Member Vacancy—**Dave Jones made a motion to nominate Robert Scrivner to fill the vice chairperson position on the board. Tom Klassen seconded the motion. The motion carried.** Robert Scrivner will fill the vice chairman position.

New Business:

- 2021 Budget committee—Christine Lightner, Tom Klassen and Claudia Ward volunteered to be on the 2021 library budget committee.

Out of Contract Expenses

NONE

Christine entertained a motion to adjourn the meeting. **Tom Klassen made a motion to adjourn the meeting. Christine Lightner seconded the motion. The motion carried.** The meeting adjourned at 6:00 pm .The next meeting will be on Monday, March 16, 2020 at 5:00 pm.

Respectfully submitted,

Claudia Ward