

MINUTES

Finney County Public Library Board of Trustees Meeting April 19, 2021 5:00 PM

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

Members Absent: none

Others Present: Pam Tuller--Library Director, Calli Villanueva--FCPL Programming Director, Chris Hands--Recorder. Todd Frager--LS&S. Karissa Rojas—Observer, Lydia Smith—Friends of the Library Chairperson.

Christine Lightner called the meeting to order at 5:02 pm. Christine asked if there were any additions or corrections to the agenda. **Larry Jones made a motion to approve the agenda. Marsha Wright seconded the motion. The motion carried.**

Minutes: The March minutes were presented for approval. Christine Lightner asked if there were any additions or corrections to the minutes. **Christine Lightner made a motion to accept the March minutes. Claudia Ward seconded the motion. The motion carried. The March minutes were approved for filing.**

Financial Reports March: Christine Lightner asked if there were any questions or comments regarding the March financial reports. Claudia Ward asked for clarification on state funding. Pam Tuller explained the deposit in March was for the 2021 State funding. Claudia asked for clarification on the expense line items coded 5401-Professional services and 5404-Equipment Repair & Maintenance in the LS&S income statement detail. Pam explained that coding corrections were identified after the reports were generated. **Claudia Ward made a motion to accept the financial reports for March. Marsha Wright seconded the motion. The motion carried. The March financial reports were approved for filing.**

Statistics Reports March: Christine Lightner asked if there was any discussion of the March Statistic reports. Christine questioned that library visits doubled from February to March. Pam explained that the library was closed or partially closed from February 15th to March 15th. **Marsha Wright made a motion to accept the March statistic reports. Tom Klassen seconded the motion. The motion carried. The March statistics reports were accepted for filing.**

Friends of the Library: Lydia Smith gave an update on the bookstore. She said there is a reopening drawing for prizes and the bookstore has added an item request box. Lydia said people are using the free little library. She said the Friends of the Library are considering a book sale.

Board of Trustees Report:

Larry Jones—Nothing Noted

Tom Klassen – Nothing Noted

Marsha Wright—Nothing Noted

Claudia Ward— Claudia noted this was Tom Klassen's last meeting. She thanked him for his service.

Robert Scrivner – Nothing Noted

Christine Lightner—Nothing Noted

Library Report: Pam Tuller, Library Director

The Library is currently in Phase 3 (modified) which includes Limited Occupancy (encouraging 1 hour visits), and Curbside Service. We are open 10AM -6PM Monday thru Saturday.

During the last Library last Board Meeting, the Library had been closed due to lack of heat. We are happy to report that we are open with a hope of returning to regular hours (with some restrictions) on May 1st.

Current Projects in the works:

- Grab-And-Go Craft Bags – We handed out 3,175 Grab and Go Craft Bags in March 2021.

Partnerships Report

- Garden City Arts – Sidewalk Obstacle Course (Restarting Project Soon)
- Garden City Arts – Local artist work displayed above Adult Computers.
 - April's Artists is Luis Henry Veleta, displaying Digital Art, Oil Painting, Stipling, and Collage.
- USD 457 After School Programs and Garfield Early Childhood Center – Grab and Go Craft Bags and monthly Zoom storytimes
 - Program will end in May when school gets out – no word on Summer School
- Head Start – Grab and Go Craft Bags and weekly Zoom storytimes
 - Program ends in May
- Kansas Health Foundation, USD 457, Russell Child Development Center, GC Catholic Schools for the Early Literacy Grant (\$1,000 for Literacy Kits for checkout)

Programming Report (Calli Villanueva)

- Library Programming will be a mix of in person and virtual until further notice.
- Facebook Stats:
 - *** Stats recorded on the Statistic's page of your Board Packet only include Live videos and Live views.
 - March 16th – April 12th we reached 5,758 people
 - 909 people engaged with our posts
 - Videos have been viewed 67 times
 - 10 new people have Liked and Followed our Facebook Page
- Grab-And-Go Craft Bags continue to be very popular. March's crafts included:
 - Dr. Seuss' Thing 1
 - St. Patrick's Day Rainbow and Pot of Gold
 - March Madness Basketball
 - Spring Color Sheet and Word Search
 - Flower Hat / Easter Bonnet
- In-Person Programming is in the planning stages.
 - Children – Wee Readers starting
 - Teens –T.A.L.C Meeting held in person 4-15-21
 - Adults – Club Read and a new Book Club
- Summer Reading plans are underway
 - Virtual Reading Program – Book Points
 - SRP Kick Off will be a Farm Animal Story Walk around the Library
 - One program per age group planned per week
 - One big event per age group being planned
 - Not requesting donations this year

Correspondence:

Christine hands presented the Wampler and Library Fund grant distribution letters from WKCF.

The Board Treasurer Bond renewal notification was received and will be renewed after the May elections.

Pam shared a thank you letter from Dave Jones.

Old Business:

- Nature Explore – Pam informed the board that Ward’s Garden Center is not renewing the contract. She said Phillip’s Handyman Service is signing a maintenance contract for this year. Pam informed the board that the shade project is complete.
- Covid-19 update – Pam updated the board on the current local numbers. Pam notified the board that the library is changing open hours starting May 2nd. Open hours will be 9am-8pm Monday thru Saturday and 1pm-6pm on Sunday. The library will remain at Stage 3 which requires masks and limited occupancy.
- Board Member Replacement – Christine Lightner notified the board that Andrew Lee is approved as the new board member and will attend the May board meeting.

New Business:

- Todd Frager explained the benefits of a Partnership with LS&S
- 2022 Budget Request Submission – The board discussed the 2022 budget request. **Christine Lightner made a motion to move \$40,000 from the Wampler fund to the Operating account to be used for Children’s Acquisitions and the LS&S contract obligation. Marsha Wright seconded the motion. The vote 5 in favor and 1 against. The motion carried.**
- The board discussed if a cushion was necessary. **Larry made a motion to remove the \$15,000 cushion from the budget request. Christine Lightner seconded the motion. The vote 4 in favor and 2 against. The motion carried.**
- Pam presented the strategic Plan Quarterly Review Summary.
- A request was made to transfer \$132.00 from the Operating account to the Out of Contract for FOL Bookstore 1ST Quarter sales. **Christine Lightner made a motion to approve the transfer. Claudia Ward seconded the motion. The motion carried.**

Out of Contract Expenses

Friends of the Library -- \$132.00 – 1st Quarter Bookstore receipts
Wards Garden Center -- \$147.50 – Sprinkler start-up

The meeting adjourned at 7:33 pm.

The next meeting was moved to May 24, 2021.

Respectfully submitted,

Claudia Ward