

## MINUTES

### Finney County Public Library Board of Trustees Meeting September 23, 2024 5:00 PM

**Members Present:** Paula Kimbrel, Dave Jones, Marsha Rupp, Jay Cook, Matias Gonzalez-Flores

**Members Absent:** Marsha Wright

**Others Present:** Pam Tuller—Library Director, Calli Villanueva—Assistant Director, Karissa Rojas—Recorder, Lydia Smith – FOL President, Amy Johnson – LS&S CMT

**Minutes:** The August minutes were presented for approval. **Dave Jones made a motion to accept the August minutes. Paula Kimbrel seconded the motion. The motion carried. The August minutes were approved for filing.**

**Financial Reports Aug:** Paula asked if there were any questions or comments regarding the August financial reports. **Dave Jones made a motion to accept the August financial reports. Marsha Rupp seconded the motion. The motion carried. The August financials were approved for filing.**

**Statistics Reports Aug:** Paula asked if there were any questions or comments regarding the August statistics report. **Paula Kimbrel made a motion to accept the August statistic reports. Marsha Rupp seconded the motion. Statistics for August were approved by consensus.**

**Friends of the Library:** Lydia Smith said Friends of the Library members are learning and helping with the sale and the bookstore. They are helping to sort weeded books and donations. They are highlighting classic western and displaying more holiday, crafts and cookbooks.

**Board of Trustees Report:**

Paula Kimbrel – thanked Pam and Dave for speaking at the commission meeting. She asked Dave to come back to the January or February meeting to share some knowledge with the new commissioner

Jay Cook – Nothing Noted

Dave Jones – said the library budget went through intact. He said the county will pay for the plumbing repairs.

Matias Gonzalez-Flores – Nothing Noted

Marsha Rupp – said she noticed empty shelves

**Director's Report** - August brought a much-needed break in programming and a slower month to catch up on all the things that get pushed aside during summer. Offices and desks have been cleaned up and many of our supplies have been reviewed to know what we need to finish out the year.

September brought a great review of our collection and we did an inventory in 11 days. This will allow us to see the status of our collection better, as well as clean up our catalog.

**Current Projects in the works:**

- Policy Update – Discussion in August – Updates will be made and final version available in September
- Inventory – Completed in 11 days, time for reports and clean up
- WKCF Grant for Story Walk – Granted - \$5,000 - Working with Barking Dogs Displays and the City of Garden City – **Installation is done** – Tally Trail from Main St to Fleming St
  - Stories start in September
  - Radio spot with the GC Chamber on September 30<sup>th</sup> at 8AM
  - Ribbon Cutting will be October 1<sup>st</sup> at 10:30AM – Meet at Main St and Talley Trail
- A/C – Fixed but temperamental – Working with the County and Webers
  - Confirmed Freon Leak
    - Working with Webers to find and fix the leak
- Catalog Clean-Up – Amy Johnson, Director of Collection Development (LS&S), is visiting in September
- Teen Area – Rachel, Teen Services will briefly share ideas and plans

**Partnerships Report**

- Hidden Trails Brewery – Boozy Book Club - September 25<sup>th</sup> 6PM – End of Story by A.J. Finn
- Express Employment – On Site Interviews for open positions in Garden City
- Garden City Arts – Artwork on display
- Genesis – Navigating Your Needs – Ends August 31st
- Real Men Real Leaders - Tours / Volunteering Opportunities
- Community Service Council Meetings
- Kansas Workforce One Interns
- SER National (Senior Employment Rehabilitation) Interns

**Programming Report (Calli Villanueva)**

**LS&S Visits:**

July 28-31: Eduardo from IT – Replaced Sonic Wall and Switches, Updated and changed over phone system

August 26-27: Todd Frager, CEO – Annual Visit

September 23-24: Amy Johnson, Collection Management – Catalog clean up and follow up on weeding project

December 6: Carrie Gehrre, Polaris Updates

December 8: Sue Considine – 2<sup>nd</sup> yearly visit

**Correspondence:** Invite from Finney County

**Old Business:**

- Shannon – Oct Meeting
- Storywalk Update – complete, spoke on radio spot with the chamber of commerce, ribbon cutting
- Policies Update – will vote next meeting
- A/C Update – contacted Webbers, they are going pipe by pipe to find the leak
- Budget Update - complete

**New Business:**

- Staff Christmas Party **Action:** Motion to approve. **Paula Kimbrel made a motion to approve that the library close early for the staff Christmas party on December 28 at 5pm. Marsha Rupp seconded the motion. Motion to close the library early was approved.**

**Out of Contract Expenses:**

The meeting adjourned at 6:03 pm.

The next meeting is scheduled October 21, 2024.

Respectfully submitted,

Jay Cook