

## MINUTES

### Finney County Public Library Board of Trustees Meeting March 19, 2018 5:00 PM

**Members Present** Tom Klassen, Boyd Funk, Susan Waller, Dave Jones, Claudia Ward, Sylvia Lira

**Members Absent:** None

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

Tom Klassen called the meeting to order at 5:04 p.m. Tom asked if there were any additions or deletions to the agenda. Christine Hands added a check to Out of Contract expensed to Commerce Bank for \$2.56.

**Minutes:** The February Minutes were presented for approval. Tom asked if there was any discussion. None noted. **Susan Waller made a motion to approve the February minutes. Silvia Lira seconded the motion. The motion carried. The February minutes were approved.**

**Financial Reports February:** Tom asked if there were any questions or comments regarding the February financial reports. Claudia asked for clarification of the Polaris Scanners purchased by Carrie Gehr. Pam noted that they were purchased to use for the inventory. Claudia asked about the Bullseye Telecom purchase. Pam explained it was for the new service needed for the phone system. Claudia asked for clarification of the Walmart purchase. Christine Hands explained it was for office supplies. **Claudia Ward made a motion to approve the February financial report. Boyd Funk seconded the motion. The motion carried. The February financial reports were accepted for filing.**

**Statistics Report February:** Tom asked if there were any questions or comments regarding the February statistics report. Claudia Ward asked if there was an update on the open outreach position. Pam said that Cameo Colson had been hired for the position and would be starting on Wednesday. Susan asked if there had been any interim ongoing services. Pam explained that some of the home delivery had been covered. Boyd Funk asked if the construction closings had affected circulation. Pam noted that the staff had encouraged holds and early checkouts. Chris explained that the Year to Date total was for the past two months. Tom asked if there had been any complaints about construction. Pam said that one patron had become upset regarding a Fax. She also noted those services were being covered by some of the other county agencies. She said that the construction project has increased partnership opportunities. **Susan Waller made a motion to accept the February statistic report. Dave Jones seconded the motion. The February statistics report was accepted for filing.**

**Friends of the Library**—There was a brief discussion about the proposed coffee bar that the friends had discussed several years ago. Nothing was acted upon.

**Correspondence:** Christine Hands presented two letters from WKCF with the grant approvals for the Library Fund and the Wampler Fund. Boyd Funk said he would contact WKCF and get the addresses updated for the notices. Pam shared an e-mail reporting the state aid amount for this year was \$10,539.25.

**Library Report:** Pam Tuller--February 2018

- LIBRARY PROGRAMS
  - Club Read
  - Spring Break Lego City – 228+
  - Spring Break Movie Mania – 154+
  - Spring Break Teen Movie Mania – 30+
  - T.A.L.C. – 18

- LIBRARY TRAINING
  - Chris – How to Create Safe and Active Learning Environments
  - Megan – Feminist Reads Webinar, Spring YA Announcements, Current in Comics (Upcoming Graphic Novels).
  - Carly – TED Talk – How to stay calm when you know you will be stressed.
  - Calli – Children’s Treehouse – How to get the most out of your Nature Explore Classroom.
  - Calli, Madella, Megan – Summer Reading Workshop with SWKLS
- LIBRARY PARTNERSHIPS
  - SWKLS Summer Reading Workshop
  - Program Outreach - Florence Wilson, Jennie Wilson, Head Start (x4), Community Daycare
  - Greater Garden City Webcast-Pam, Calli, Carly, Megan
  - Finney County Workforce—Pam/Megan
- MISCELLANEOUS LIBRARY INFORMATION
  - Hoopla –
    - February – 21 New Users, 75 Total, 282 Circs, \$557.53
    - March (To-Date) – 16 New Users, 79 Total, 268 Circs, \$554.82
  - Polaris Server Updated 3-16-18
- NEXT MONTH
  - Programming getting back to semi-normal schedule

**Board of Trustees Report:**

Claudia Ward— Claudia suggested that we could contribute some books to the cancer center. She noted that this could be a possible project for the Friends of the Library where they could contribute or man an area in the building.

Susan Waller—Susan shared about the Kearney Nebraska library.

Dave Jones— Dave commented on the publicity in the Telegram for the spring break Lego City. He also noted that Gilbert Valero, the coordinator for the County emergency management and safety, had a stroke and that our future training for CPR might be affected.

Boyd Funk—commented that Wards Garden Center had been named business of the year. He suggested that we improve the smoking areas around the library. He also noted that we needed to focus on the entryway appeal and look into changing the sign. Susan said she would contact the Methodist Church and get contact information from the company who installed their sign. Dave gave Pam the Commercial Sign Company information.

Sylvia Lira—Sylvia noted that her grandson really enjoyed the activities at the library during spring break.

Tom Klassen—Nothing Noted.

**Old Business:**

- Budget Committee—The budget committee decided to meet the first week of April.
- Strategic Planning Committee—Pam said the strategic planning was still in process.
- CD Renewals—Ruddick Oswald –It was agreed to allow the CD to renew. It was suggested that the library look into uses for the funds.

**New Business:**

- Board Member Replacement—April is the last month of Boyd Funk’s term on the board. Several suggestions were discussed for replacing the open position. Dave Jones requested that the recommendations include 2 short paragraphs with personal information.

- Funds Transfer for Nature Explore maintenance and supplies—**Dave Jones made a motion to transfer funds in the amount of \$10,000 from the Wampler account to the Nature explore account to cover maintenance and supplies for this year. Susan Waller seconded the motion. The motion carried.**

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

- Commerce Bank Visa--\$2.56—Interest Charges
- Wards Garden Center--\$2450.00
- Wards Chem Care--\$196.61-Fertilizer, \$196.62—Pest Control

The secretary signed the minutes and the financial statements.

The Meeting adjourned at 6:30 p.m. The next meeting is scheduled for April 16, 2018 at 5:00 p.m.

Respectfully submitted,

Claudia Ward