

MINUTES

Finney County Public Library Board of Trustees Meeting May 21, 2018 5:00 PM

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

Members Absent: Claudia Ward

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

Sylvia Lira called the meeting to order at 5:00 p.m. Sylvia welcomed new board member Christine Lightner. Sylvia asked if there were any additions or deletions to the agenda. Nothing Noted. The agenda was approved by consensus.

Girl Scout Troup Presentation: The local Girl Scout Troop made a presentation to the board for their Silver Award Project. The Troup members discussed planting butterfly gardens in the library flower beds and in the Nature Explore area. The board gave them permission to complete the project.

Minutes: The April Minutes were presented for approval. Sylvia asked if there was any discussion. None noted. **Dave Jones made a motion to approve the April minutes. Tom Klassen seconded the motion. The motion carried. The April minutes were approved.**

Financial Reports April: Sylvia asked if there were any questions or comments regarding the April financial reports. Pam and Chris explained the new format for the financial report from LS&S. Pam explained the CD's on page 5 of the financial reports. **Susan Waller made a motion to approve the April financial report. Tom Klassen seconded the motion. The motion carried. The April financial reports were accepted for filing.**

Statistics Report April: Sylvia asked if there were any questions or comments regarding the April statistics report. Pam updated the board regarding Cameo Colson the new outreach employee. She noted the increase in the Play Away usage and Talking Books from the State Library. for the outreach. **Tom Klassen made a motion to accept the March statistic report. Susan Waller seconded the motion. The April statistics report was accepted for filing.**

Friends of the Library—Pam told the board about the upcoming Bag of Books Sale for Beef Empire Days on June 5-9. She said that the first day of the sale would be focused on children's books to help eliminate the closed stacks of children's books in the basement. Christine Lightner suggested giving them away as prizes and at the events. Pam said some would be given away at the BED parade. She handed out the Summer Reading Brochures to the Friends. She reported that they discussed revamping their dues. She told the Friends that she would like to move the bookstore if possible. There was a motion to agree with the FCPL Board and the Library's wishes. The friends made a \$2500.00 donation to the summer reading program.

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: Pamela Tuller, Library Director

1) LIBRARY PROGRAMS

- a) Programming is on hold to allow staff time for Summer Reading Prep
- b) Summer Reading kick off June 1st. (Story teller Pricilla Howe)

- c) Summer Reading Sign Up starts June 4th
- d) Pam handed out summer reading brochures and explained the scheduled events

2) LIBRARY TRAINING

- a) Pam and Chris – NetSuite Training (Financial Reporting from LS&S)
- b) Calli – Spring Into Picture Books, Incorporating music in Storytime, Make the Most of your Nature Explore Classroom, Must have Middle Grades, Season of Non-Violence, Tips and Tricks for Writing a Successful Grant

3) LIBRARY PARTNERSHIPS

- a) Summer Reading Outreach and Tours with Schools
 - i) Georgia Matthews, Florence Wilson, Buffalo Jones, Jennie Wilson, Alta Brown, Garfield ESL, TEP/Alternative High School
- b) Numerous Donations for Summer Reading—new donors added this year

4) MISCELLANEOUS LIBRARY INFORMATION

- a) Hoopla –
 - i) May – 11 New Users, 81 Total, 234 Circs, \$491.96
 - ii) Aug 2017 - Present –233 Total Users, 1860 Circs, \$3648.25

5) NEXT MONTH

- a) Summer Reading gets started June 1st

Board of Trustees Report:

Susan Waller—Susan asked about shade in the Nature Explore area. Pam suggested coolaroots like at the zoo.

Dave Jones— Dave commented on Pam presenting at the Rotary meeting. He said she did an excellent job. He suggested she become a member and asked Mickey Coalwell & LS&S to provide membership. He commented about Pam making the budget request to the County for 2019. He explained the library funding to Christine Lightner

Christine Lightner—Nothing Noted.

Sylvia Lira— Nothing Noted.

Tom Klassen—Tom asked about the construction project progress. Pam updated the board.

Old Business:

- Budget Update—Sylvia, Claudia and Pam reviewed the budget prior to Pam’s presentation to the commission.
- Library Sign—Pam shared some suggestions with the board and showed examples of signs from the business out of Colby Kansas. Dave Asked if someone could come and make a presentation to the board. Pam said that Leon Volk from Colby was coming.
- CD Renewals—Ruddick Oswald update –Christine Hands reported the CD had been renewed with an increase in the percentage rate to .25%.

New Business:

- Window Treatments—Pam asked permission to move forward with proposals.
- Revenue Increases—Pam discussed revenue increase options. The board was in consensus with changing prices for services. It was suggested that the policy for the meeting rooms be changed to allow for more availability to the public. Dave said the library should contact Steve Quakenbush at the museum.

- Library Hours—Pam made a proposal to increase the hours of operation for the library by opening at 9:00 am. from Monday thru Saturday. She briefly explained the changes to the board. Mickey asked to clarify with Pam prior to making any changes.

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

- Commerce Bank Visa--\$24.98—Nature Explore Maintenance
- Commerce Bank Visa—Summer Reading
- Wards Garden Center--\$2,114.86—Nature Explore Spring Clean up
- LS&S--\$1699.96—Laptop purchases from FOL

The secretary signed the minutes and the financial statements.

The Meeting adjourned at 6:30 p.m. The next meeting is scheduled for June 18, 2018 at 5:00 p.m.

Respectfully submitted,

Claudia Ward