

MINUTES

Finney County Public Library Board of Trustees Meeting June 18, 2018 5:00 PM

Members Present Tom Klassen, Dave Jones, Claudia Ward, Sylvia Lira

Members Absent: Christine Lightner, Susan Waller

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

Introductions: Library Sign Presentation

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

Pamela Tuller introduced two sign design representatives to the board. Leon Voth (Commercial Sign) and Nathan Haskel (Luminous Neon) made presentations to the board with suggestions for new library signage in front of the library. The board members directed questions to the gentleman and went outside to the sign area to discuss options. **Tom Klassen made a motion to pursue bids for a 24 sq. ft., 12 mm, double-sided sign installed. Claudia Ward seconded the motion. The motion carried.**

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

Financial Reports May: Sylvia asked if there were any questions or comments regarding the May financial reports. Claudia Ward asked about the bill from Davis Electric. Pam Tuller explained this was for the charges to install the new thread system in the library. Claudia asked about the summer reading expenses. Pam explained that \$1500.00 was budgeted this year in operating to cover the initial summer reading start up and materials. Any other summer reading expenses were paid out of the summer reading donation funds. Claudia asked about the World Share expense. Pam explained it was for the ILL monthly fee to deliver and pick up ILL requests. Sylvia asked what the Midwest Tape expenses were. Pam said these were for audio books and DVD's. Claudia asked if we were seeing any savings on the electric bills. It was noted that the new HVAC system expenses were being monitored by the engineering company. Any savings would be determined after the system had been in use for a full year. Christine hands noted that the current electric bill was lower than last years at this time. **Claudia Ward made a motion to approve the May financial report. Tom Klassen seconded the motion. The motion carried. The May financial reports were accepted for filing.**

Statistics Report May: Sylvia asked if there were any questions or comments regarding the May statistics report. Claudia asked if there were circulation numbers for Hoopla. Pam gave those numbers to the board. This statistic will be included in further statistic reports. Claudia asked about the Self Check numbers. Christine Hands told the board the Self Checks were not working properly and that the IT departments from LS&S and Bibleotheca were working on the problem. **Tom Klassen made a motion to accept the May statistic report. Dave Jones seconded the motion. The May statistics report was accepted for filing.**

Friends of the Library: Pam reported that the 1st day (Children's Books) of the bag of books sale took in about \$400.00. She said she would confirm the final sales numbers and report them next month.

Library Report: Pamela Tuller, Library Director

- 1) MEMORIAL
 - a) Melinda Stewart informed the library that she would be making a donation to the library with the Betty Sterling memorial funds. She had not determined the use for the funds and welcomed

suggestions from the staff and the board. It was noted that the library would contact her and discuss her options to determine her wishes. Claudia suggested that we put a brick in the NE area for the memorial. Dave Jones provided the name of the company that created the existing stones. Palmer Monument Company in Broken Bow, Nebraska. Chris Smith (308)8726467

2) LIBRARY TRAINING

- a) Calli and Chris – Will be attending the WKCF sponsored workshop for fundraising and grant writing.
- b) Pam, Becky and Calli will be attending the Fred Pryor seminar on moving from staff to supervisor in August.
- c) Pam and Carly will be attending the ALA conference this week. Pam noted she would be gone for the next two weeks.

3) MISCELLANEOUS LIBRARY INFORMATION

- a) Hoopla – 28 new users to date this month.
- b) Summer reading has had 400 people sign up in the first week

Board of Trustees Report:

Tom Klassen—Tom noted that the new library was opening in Wichita.

Dave Jones— Dave provided an update from the commission meeting. He noted that the budget request had been considered. He reviewed the mil levy revenue with the board

Sylvia Lira— Nothing Noted.

Claudia Ward— Nothing Noted.

Old Business:

- Window Treatments—A committee was formed to discuss options for the meeting rooms window treatments. Claudia Ward, Sylvia Lira, Susan Waller and Christine Hands will meet next week. Dave Jones said he would approach the county to express options for funds to pay for the expenses.
- Library Sign—addressed earlier in the meeting.

New Business:

- Christine Hands presented the updated signature pages for the board accounts to be signed.

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

- Commerce Bank Visa--\$550.30—Summer Reading
- Keller Leopold—\$420.00--Summer Reading Touch A Truck Event
- Wards Garden Center--\$34.89—Nature Explore Spring Planting

The secretary signed the minutes and the financial statements.

The Meeting adjourned at 6:40 p.m. The next meeting is scheduled for July 16, 2018 at 5:00 p.m.

Respectfully submitted,

Claudia Ward