

MINUTES

Finney County Public Library Board of Trustees Meeting August 16, 2021 5:00 PM

Members Present: Larry Jones, Claudia Ward, Marsha Wright, Christine Lightner, Robert Scrivner, Andrew Lee

Members Absent: none

Others Present: Pam Tuller—Library Director, Calli Villanueva—FCPL Programming Director, Karissa Rojas—Recorder. Sara Roberts—LS&S via Zoom. Lydia Smith—Friends of the Library Chairperson.

Christine Lightner called the meeting to order at 4:59 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 July minutes were presented for approval. Christine asked if there were any additions or corrections to the minutes. **Marsha Wright made a motion to accept the July minutes. Claudia Ward seconded the motion. The motion carried. The July minutes were approved for filing.**

Financial Reports July: Christine asked if there were any questions or comments regarding the July financial reports. Pam stated that the July financials were missing Contract Details which will be presented in September. **Claudia Ward made a motion to accept only the Out of Contract financial reports for July. Marsha Wright seconded the motion. The motion carried. The July financial reports for Out of Contract were approved for filing.**

Statistics Reports July: Christine Lightner asked if there was any discussion of the July Statistic reports. Claudia asked how the wireless stats were counted. Marsha Wright noted the number of new borrowers **Claudia Ward made a motion to accept the July statistic reports. Marsha Wright seconded the motion. The motion carried. The July statistics reports were accepted for filing.**

Friends of the Library: Lydia Smith gave an update on the bookstore and the book sales. She said the Friends of the Library book sales and bookstore made \$1800+ in sales. She stated that last quarter made \$835.45 which is the most ever made in a quarter. Lydia said there will be a Friends of the Library meeting on Saturday and they will discuss how to best help the library with the funds raised. Lydia said the bookstore has display shelves including: most recently published, recommended by a Friend's member, and a Kansas regional shelf. She said Friends of the Library will begin accepting donations August 30th.

Introductions: New Staff

Board of Trustees Report:

Marsha Wright – noted that she was impressed with Lydia and her leadership

Robert Scrivner – nothing noted

Larry Jones – Noted that county IT is ready to move forward with Fiber connection, they are waiting for LS&S IT

Claudia Ward – Noted that Nature Explore contract should be discussed in September meeting

Andrew Lee – Noted attendance for events such as Magic Pony and FOL displays

Christine Lightner – Noted K-state extension office is hosting events that the library can promote. Also noted that the library staff is very welcoming.

Library Report: Pam Tuller, Library Director

Director's Report: The Library is still open!!!! Hours are 9AM -8PM Monday thru Saturday and Sunday 1PM – 6PM. Everything is back to “normal,” Nature Explore is available during open hours, the Beam Projector is up and running and we have toys (easily cleaned) back in Dorothy's Room.

Summer Reading was successful and fun.

Current Projects in the works:

- New signage for shelf ends and genre separations are coming soon.
- American Rescue Plan Act -Public Library Grant – Fax/Copy/Print Machines, Hotspots, Video Conferencing Cameras – **APPROVED** – currently working on ordering and installation.
- Weeding Adult Non Fiction

Staffing Report

- No staff changes in July 2021

Partnerships Report

- Garden City Arts – Local artist work displayed above Adult Computers.
 - July's Artist is Lina Adams, displaying Acrylic, Watercolor, Mixed Media, Oil pieces.
- Kansas Health Foundation, USD 457, Russell Child Development Center, GC Catholic Schools for the Early Literacy Grant – \$1,500 for Literacy Kits for checkout

Programming Report (Calli Villanueva)

- Facebook Stats:
 - *** Stats recorded on the Statistic's page of your Board Packet only include Live videos and Live views.
 - July 14th – August 10th we reached 4,724 people
 - 707 people engaged with our posts
 - 10 new people have Liked and Followed our Facebook Page
- Summer Reading was a success
 - Virtual Reading Program – Book Points
 - 269 Children, 129 Teens and Adults (398 Total Participants)
 - Prizes awarded for 40+ points
 - 161 Participants finished the Reading Program
 - Materials (weekly theme) were available for checkout at every program (including programs held outside and away from the Library).
- Upcoming In-Person Programming
 - Mondays
 - Tween Time 4:30pm
 - Tuesdays
 - Young and Restless 4:30pm
 - Adulting 101 (Teens) 4:30pm
 - Intro To... (Adults) 6:30pm
 - Wednesdays
 - Club Read 10:00am
 - Wee Readers 10:30am
 - Storytime 4:30pm
 - Thursdays
 - Wee Readers 10:30am
 - Movie Mania 4:30pm
 - T.A.L.C (3rd Thursdays) 6:00pm
 - Virtual Trivia (3rd Thursday) 7:00pm
 - Fridays
 - Wee Readers 10:30am
 - Computer Basics (English) 3:00pm

- Game Night 4:30pm
- Saturdays
 - Little Sprout's Storytime at the Farmer's Market 7:00am – 12:00pm
 - Computer Basics (Spanish) 12:00pm
 - Anime Afternoons (Every other Sat) 2:00pm
 - Lego Club (Every other Sat) 3:00pm
- Reading Incentives - Lit Loot (Teens and Adults) and 1,000 Books Before Kindergarten will be launched community wide in August
Correspondence: None

Old Business:

- Policy Review – The Board discussed the social media policy. **Claudia Ward made a motion to accept the Social Media Policy. Marsha Wright seconded the motion. The motion passed.**
- Library Doors Update – Kinney Glass installing, doors on order 10-12 weeks out.
- Covid Plan – Pam informed the board of the Covid statistics in the area and asked for discussion on a plan as numbers change. The Board discussed a Covid Plan. **Marsha Wright made a motion that the Library Director has the Board's permission to require masks in the library. Larry Jones seconded the motion. The motion passed.**

New Business:

- Policy Reviews
 - Privacy and Confidentiality Policy
 - Meeting Room Policy
- Pam requested permission to use OOC card for NE gate keypad. **Christine Lightner made a motion that the Library Director has permission to use the Out of Contract card to purchase a new Nature Explore gate keypad. Robert Scrivner seconded the motion. The motion passed.**

Out of Contract Expenses

\$857.14 – NE expenses for July and Aug

\$666.37 – OOC card for SR

\$596.00 – Gate Keypad

The meeting adjourned at 6:05 pm.

The next meeting is scheduled September 20, 2021.

Respectfully submitted,

Claudia Ward