

MINUTES

Finney County Public Library Board of Trustees Meeting February 22, 2022 5:00 PM

Members Present: Christine Lightner, Marsha Wright, Claudia Ward, Andrew Lee, Dave Jones

Members Absent: Robert Scrivner

Others Present: Pam Tuller—Library Director, Calli Villanueva—Programming Director, Karissa Rojas—Recorder, Sue Considine via Zoom

Christine Lightner called the meeting to order at 5:15 pm. Christine asked if there were any additions or corrections to the agenda. Pam asked to move January contract financials to March and there will be no Friends of the Library Report.

Minutes: The January 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 January minutes with corrections. Claudia Ward seconded the motion. The motion carried. The January minutes were approved for filing.**

Financial Reports January: Christine asked if there were any questions or comments regarding the January financial reports. Claudia asked about the income for the Ardith Stones memorial. Pam explained that two checks had been written out to the library instead of WKCF. **Claudia Ward made a motion to accept the January financial reports. Marsha Wright seconded the motion. The motion carried. The January financial reports were approved for filing.**

Statistics Reports January: Christine Lightner asked if there was any discussion of the January Statistic reports. Claudia asked about public service hours. Pam explained that is the number of hours the library is open. **Christine Lightner made a motion to accept the January statistic reports. Claudia Ward seconded the motion. The motion carried. The January statistics reports were accepted for filing.**

Board of Trustees Report:

Marsha Wright – Would like to hear key points of Leadership Training.

Claudia Ward – Nothing Noted

Christine Lightner – said she heard the Chamber Meeting where Pam and Calli presented was good. Christine said she would like new Board members to see a training video

Dave Jones – said he is glad to see NE shade and wondered if it should be taken down during winter. Pam reported the first winter it was suggested to leave up.

Andrew Lee – Nothing Noted

Director's Report - As the year continues, Library staff are working on plans for Summer Reading and other special events for the year. We are looking forward to being involved in the Culture Fair being planned with Turning Point Church and Catholic Charities.

Current Projects in the works:

- Reading Incentives and Booklists being developed
- Author Spotlights – Norman Bridwell and Megan McDonald
- Shifting Adult Non-Fiction and Weeding Adult Fiction
- Finnup Foundation grant application for equipment and staffing for Oral Histories

Staff Report

- 2 staff members out on medical leave
- Management Trainings with LS&S' HR have ended. Management staff learned about Leading Teams, Discipline, Documentation, Motivating, Training, Creating Effective Goals and Communication Styles.
- Staff Development Day being planned for April 15th. **Claudia Ward made a motion for the Board to provide lunch for the staff. Marsha Wright seconded the motion. The motion carried.**

Partnerships Report

- Catholic Charities – presenting at classes hosted by Catholic Charities. Tours being scheduled. Culture fair being planned for May 2022.
- USD 457 Afterschool Programs –Take and Make Crafts will be sent out once a week.
- Garden City Arts – Art Display by GCCC Art Students

Programming Report (Calli Villanueva)

- Upcoming In-Person Programming
 - Mondays
 - Tween Time 6:00pm
 - Tuesdays
 - Young and Restless 4:30pm
 - Adulting 101 and Intro To... 6:30pm
 - Wednesdays
 - Storytime 4:30pm
 - Thursdays
 - Movie Mania 4:30pm
 - T.A.L.C (3rd Thursdays) 6:00pm
 - Virtual Trivia (3rd Thursday) 7:00pm
 - Fridays
 - Wee Readers 10:30am – **Special Guest each week**
 - Computer Basics (English) 3:00pm
 - Game Night 4:30pm
 - Saturdays
 - Computer Basics (Spanish) 12:00pm
 - Anime Afternoons (Every other Sat) 2:00pm
 - Lego Club (Every other Sat) 3:00pm

Correspondence: WKCF 4th Quarter Report. Keller Leopold Insurance will now be Iron Insurance Partners.

Old Business:

- Covid Update – Board discusses requiring masks
- Collection Development **Action:** Motion to approve. **Marsha Wright made a motion to accept the Collection Development Policy. Claudia Ward seconded the motion. The motion carried.**

New Business:

- Finnup Grant – KS oral histories
- Policy Handouts – Programming and Computer Use and Internet Safety
- Office Nominations discussion
- Marketing Plan
- Strategic Plan Updates

Out of Contract Expenses

- \$32106.50 – Ward's for NE updates
- \$270.46 – OOC Card

The meeting adjourned at 6:28 pm.

The next meeting is scheduled March 21, 2022.

Respectfully submitted,

Claudia Ward