

MINUTES

Finney County Public Library Board of Trustees Meeting October 23rd, 2023 5:00 PM

Members Present: Paula Kimbrel, Marsha Wright, Marsha Rupp, Dave Jones

Members Absent: Jay Cook, Matias Gonzalez-Flores

Others Present: Pam Tuller—Library Director, Calli Villanueva—Assistant Director, Karissa Rojas—Recorder

Minutes: The September minutes were presented for approval. Paula asked if there were any additions or corrections to the minutes. **Marsha Wright made a motion to accept the September minutes. Paula Kimbrel seconded the motion. The motion carried. The September minutes were approved for filing.**

Financial Reports September: Paula asked if there were any questions or comments regarding the September financial reports. **Dave Jones made a motion to accept the September financial reports. Marsha Wright seconded the motion. The motion carried. The September financials were approved for filing.**

Statistics Reports September: Paula asked if there were any questions or comments regarding the September statistics report. **Marsha Wright made a motion to accept the September statistic reports. Dave Jones seconded the motion. Statistics for September were approved by consensus.**

Friends of the Library: Lydia Smith said Friends of the Library stocks four Little Libraries around town and at the airport, but the airport took the books down for remodeling. The Friends of the Library annual meeting will be held November 4th and they will hold an election of officers. She said there will be no book sale in November.

Board of Trustees Report:

Marsha Wright –said she appreciated attending the last meeting via Zoom

Marsha Rupp – nothing noted

Dave Jones – said we have the prettiest building

Paula Kimbrel – commended Pam for making decisions on lockdown due to a situation at the college

Director's Report – Programming kicked off in September and seemed to be a slow start, but we have seen increased numbers of participants into September and through October.

The Library has had a little bit of excitement over the past couple of weeks. Head Start (across the street) had to evacuate their building and we are their meeting spot. Staff were able to find areas for each class to wait until their families came to pick them up. Later the same week, there was an incident at the Garden City Community College that caused the college and all schools to go into lockdown. The Library also went into lockdown to ensure the safety of patrons and staff. With all of this commotion, we have decided that we need to have a policy for what to do when there is a community emergency outside of the Library.

Current Projects in the works:

- WKCF Grant for Story Walk – Working with Barking Dogs Displays and the City of Garden City
- Meeting Room repairs/updates – Flex seal fixed the leak; however, ~~Rex~~ Pam is looking for bids to replace the pipe(s). The replacement of the floor will be scheduled after the pipe is fixed.
- Halloween Extravaganza – October 28th
- Strategic Planning in process. Presentation to the Board will be on December 4th
- Pam and Calli will be giving a presentation to the Arlington and Millington, TN Public Library staff on Outreach
- Pam and Carly will be attending the Kansas Library Association (KLA) conference Nov 1-3
- Pam will be giving a Spark Talk about the Sticker Survey at the KLA conference
- Voting will be held in the meeting rooms on November 7th

Partnerships Report

- Garden City Arts – Art Display by Ariana Wheet - Watercolor
- Genesis – Navigating Your Needs (report of 10 people/families helped in 3 days)
- Real Men Real Leaders Tours / Volunteering Opportunities
- Finnup Foundation – Oral Histories Committee
- Saint Francis – Adoption and Fostering Display
- Special Olympics of Kansas – Special Olympics Sign Ups
- Harvest America
- Kansas Appleseed

- Community Service Council Meetings
- Kansas Workforce One Interns
- SER National (Senior Employment Rehabilitation) Interns
- USD 457 Nutrition – Summer Lunch Program
- Kansas Children’s Service League (Head Start) – Halloween Extravaganza

Programming Report (Calli Villanueva)

- Programming has a full calendar in September and October
- Halloween Extravaganza – Oct 28th
- International Games Day planned for November 18th

Correspondence:

Old Business: Commerce Bank suggested changing the peg to \$10,000 for sweeps. Board discussed. **Marsha Wright made a motion to change the peg to 10k and sweep the remaining balance in the Operating account. Dave Jones seconded the motion. The motion carried**

New Business:

- Big Sign Repairs – Board discussed how to pay for repairs on the big sign. Dave Jones said to put in a request to be added to the county commission agenda. **Marsha Wright made a motion to dedicate \$1500 towards repairs of the big sign and seek the remaining funds from the county commission. Dave Jones seconded the motion. The motion carried.**
- Emergency Preparedness Plan – Robert Scrivner gave information on creating an emergency preparedness plan and recommended Alice Training for Library Staff.

Out of Contract Expenses: Paula Kimbrel made a motion to approve the Out of Contract expenses. Marsha Wright seconded the motion. The motion carried.

- \$34.85 – Transfer from OOC to OOC Card – Aug
- \$917.15 – FOL 3rd Quarter Sales

The meeting adjourned at 6:20 pm.

The next meeting is scheduled December 4th, 2023.

Respectfully submitted,

Jay Cook