

# Coffey County Library Board Meeting

May 21, 2012

New Strawn Branch 6:00 p.m.

**Board Members present** Janet Lewis, Judy Bentley, Paul Herrman, Connie Kunkel, Leanne Burris

**Board Member absent:** None

**Staff Members present:** Jenifer Trimble, Valerie Williams, Janet Birk, Cindy Stohs and Mary Davies

**Call to Order:** The monthly meeting of the Coffey County Library Board was called to order at 6:00 p.m. by Board Chairman Janet Lewis.

**Introductions:** None

**Approval of Minutes:** Janet asked that the April 16<sup>th</sup> minutes show that Janet **Birk** presented the information on the Friends of the Library award and that she attended the KLA Conference. (The minutes as written did not show her last name.) Judy moved to approve the corrected minutes of the April 16, 2012 meeting. Connie seconded the motion. Motion carried unanimously.

**Correspondence:** None

**Treasurer's Report:** Connie gave the Treasurer's Report.

Farmers State Bank of Aliceville Warrant Checking Account:	\$	3,919.75
Farmers State Bank of Aliceville Money Market Account:	\$	0.00
Farmers State Bank of Aliceville Special Funds Account:	\$	0.00
Citizens State Bank Warrant Checking	\$	5,828.56
Citizens State Bank Money Market Account	\$	477,161.58
Citizens State Bank Special Fund Checking	\$	24,270.60
Capital Improvement CD # 6904668	\$	67,308.83
Amount pledged at Citizens State Bank	\$	750,000.00

Connie moved to approve the bills for the period April 17, 2012 to May 21, 2102 paid by checks 21317 - 21417 from the Citizens State Bank Business Checking Account in the amount of \$43,116.05 and checks 2016 - 2022 from the Citizens State Bank Special Fund Account in the amount of \$324.85 be approved. Judy seconded the motion. Motion carried unanimously.

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**Administrator Report:**

*Water Usage – Burlington:* The handle of a urinal at the Burlington branch broke at some point in the night after the library closed and ran water until 5:00am when the custodian arrived. At that time, the floor in the restroom was flooded, but there was no damage, other than to our water bill. This issue resulted in 5 times the amount of water used during the month. The handle was repaired and we've no other issues with it.

*Waverly building update:* The Waverly painting project will be completed this week. The painter will start in Gridley on June 4.

*ELMeR:* Iola has agreed to take the ELMeR unit. The transfer should take place in the next 30 days in order to have the equipment up and running by August 22<sup>nd</sup>, when the State Librarian is holding a Town Hall Meeting via ELMeR to discuss high speed internet in Kansas libraries.

*YTD Budget:* The Year to Date numbers look good especially since we have already paid our annual maintenance costs in many areas.

*Library Staff Cookbook: Recipes For Every Chapter Of Your Life:* The staff is putting together a cookbook that will be available for sale beginning in August containing 150 recipes.

**Committee Reports:** The Safety Committee minutes were included in the Board packet.

**Unfinished Business:** None

**New Business:**

- A.** *2013 Budget:* Connie moved the proposed budget be approved. Judy seconded the motion and it was approved unanimously.
- B.** Board Elections: Janet opened nominations from the floor for officer elections for the 2012-2013 year. Leanne moved to nominate Paul as the Board Chairman. Connie seconded the motion. Vice Chairman: Connie nominated Judy for Vice Chairman. Leanne seconded the motion. Connie moved to nominate Leanne. Secretary: Connie nominated Janet for the

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position of secretary. Judy seconded the motion. Connie nominated Leanne for Treasurer. The nomination was seconded by Judy. All nominations were approved unanimously. The officers for the 2012-2013 year are:

Chairman – Paul Herrman  
Vice Chairman – Judy Bentley  
Secretary – Janet Lewis  
Treasurer – Leanne Burris  
Member – Connie Kunkle

**Next Meeting:** The next meeting will be held on Monday, June 18, 2012 at 6:00pm at the Burlington Branch.

**Public Comments:** Janet Birk announced that the Gridley Branch is a recipient of an RE French grant in the amount of \$4,045.80. The grant will provide to the library a computer table and chairs for children, a set of United States children's books, and two lounge chairs with tablets.

**Motion to Adjourn:** Connie moved the meeting be adjourned at 6:25pm. Leanne seconded the motion and it was passed unanimously.