

# **Coffey County Library Board Meeting**

**June 18, 2012**

**Burlington Branch 6:00 p.m.**

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

**Board Member absent:** Janet Lewis

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

**Call to Order:** The monthly meeting of the Coffey County Library Board was called to order at 6:03 p.m. by Board Chairman Paul Herrman.

**Introductions:** None

**Approval of Minutes:** Connie moved to approve the minutes of the May 21, 2012 meeting. Judy seconded the motion. Motion carried unanimously.

**Correspondence:** Thank you notes received from Mary Ellen Paul and Mary Davies for a wreath and a plant sent in sympathy due to deaths in their families.

**Treasurer's Report:** Judy 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	\$	8,465.90
Citizens State Bank Money Market Account	\$	919,281.39
Citizens State Bank Special Fund Checking	\$	22,435.30
Capital Improvement CD # 6904668	\$	67,405.64
Amount pledged at Citizens State Bank	\$	750,000.00

Judy moved to approve the bills for the period May 22, 2012 to June 18, 2012 paid by checks 21418 - 21503 from the Citizens State Bank Business Checking Account in the amount of \$38,536.22 and checks 2023 - 2030 from the Citizens State Bank Special Fund Account in the amount of \$2,453.10 be approved. Connie seconded the motion. Motion carried unanimously.

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**Administrator Report:**

*iZoom:* SEKLS recently received a grant to purchase an iZoom for each library in the system. We have received one for each of our branches following training by Beckye Parker, the Special Needs Consultant at SEKLS. The iZoom is an onscreen magnifier loaded onto a jump drive which can be put into any of our patron computers allowing those that are vision impaired to more easily read the monitor. We are very appreciative of this equipment which retails for \$350 each.

*School Enrollment:* Letters will go to the three school Superintendents this week requesting to participate in school enrollment again. This is one way that we are working to integrate the community into the library and the library into the community.

*LeRoy Incident Report:* Cindy and Jenifer reported on a report of a disruptive patrons and a report of theft. Both incidents were reported to law enforcement and one report resulted in the suspension of privileges for two patrons.

**Committee Reports:** None

**Unfinished Business:** None

**New Business:**

- A. *Lost Material:*** Jenifer presented to the Board the list of patrons currently owing money for lost material. Following discussion regarding future action to recover material or the cost thereof, the topic was tabled until the July meeting to allow further research. The Directors will discuss this again at their July meeting and formulate options.
- B. *2012 Public Library Standards:*** Jenifer gave the Board a copy of the proposed 2012 Public Library Standards for the State of Kansas. Discussion was held regarding the signing of checks. The standards allow the President's and Secretary's signature to be in the form of a facsimile. There was agreement in the discussion that having two original signatures provides greater security than a facsimile and no change will be made. Jenifer will soon provide each Board member with a complete set of policies Paul suggested that there be a new board member orientation. Jenifer will also put that together.

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- C. *September Board Meeting:*** Jenifer asked to be excused from the September Board Meeting, or to move it to September 10<sup>th</sup>. The Board agreed she would be excused and the meeting would remain on September 17.

**Next Meeting:** The next meeting will be held on Monday, July 17, 2012 at 6:00pm at the Lebo Branch.

**Public Comments:** Snacks were provided for those in attendance by the Directors as a thank you for the generous 2013 pay increase.

**Motion to Adjourn:** Judy moved the meeting be adjourned at 6:31pm. Leanne seconded the motion and it was passed unanimously.