

Coffey County Library Board Meeting

July 13, 2013

Gridley Branch 6:00 p.m.

Board Members present: Janet Lewis, Judy Bentley, Lisa Kuhlmann, Paul Herrman

Board Members Absent: Connie Kunkel

Staff Members present: Brandon Hines, Janet Birk, Valerie Williams, Cindy Stohs, Mary Davies

Call to Order: The monthly meeting of the Coffey County Library Board was called to order at 6:04 p.m. by Board Chairman Paul Herrman.

Introductions: None

Approval of Minutes: Judy Bentley moved to approve the minutes of the June 17, 2013 meeting. Janet Lewis seconded the motion and it was approved unanimously.

Correspondence: None

Treasurer's Report: Janet Lewis gave the Treasurer's Report.

Citizens State Bank Warrant Checking	\$ 10,829.02
Citizens State Bank Money Market Account	\$ 889,616.18
Citizens State Bank Special Fund Checking	\$ 25,700.38
Capital Improvement CD # 6904668	\$ 68,594.75
Amount pledged at Citizens State Bank	\$ 747,736.02

Janet Lewis moved to approve the bills for the period May 21- June 17, 2013 paid by checks 22466-22558 from Citizens State Bank Business Checking Account in the amount of \$50,264.19 and checks 2095-2097 from the Citizens State Bank Special Fund Account in the amount of \$144.15 be approved. Judy Bentley seconded the motion. Motion carried unanimously.

Administrative Report:

Library Administrator, Brandon Hines, updated the Board on facility issues including issues with the Burlington lights and Lebo HVAC unit. Staffing updates regarding the Central Office Technical Services position and Burlington Branch staff resignations were shared.

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Committee Reports:

The Children's Services Committee will meet August 1st. Committee members will evaluate the summer reading programs, discuss the 2014 program, and also discuss programming for the Fall.

Unfinished Business:

- A. School District WiFi** – Technology staff from the school district worked with Administrator, Brandon Hines, to establish the best locations in the Burlington, New Strawn, and Gridley branches for wireless routers as well as identifying Ethernet ports available. Wireless access to the school's network for Burlington High School students should be established in these three branches before school begins in August. No action taken.

- B. New Release DVD** –In December 2010, the board passed a motion supporting the practice of waiting 90 days to purchase new release DVDs. The Board and staff discussed the initial action and the effect it has on services and internal processes. Janet Lewis motioned to rescind the 2010 motion. Lisa Kuhlmann seconded the motion. Motion carried unanimously.

New Business:

- A. Outreach and Collaboration** – Brandon shared actions staff members are taking to engage their communities and promote the library. Coffey County Library staff participates in most large scale community events. Discussion was also held regarding potential community partnerships. No action taken.
- B. KS Concealed Carry Law** – Janet Lewis shared information about the projected cost for the Topeka-Shawnee County Public Library to install the appropriate security measures to remain a firearm free building.

Next Meeting: The next meeting will be Monday, August 19, 2013 at 6:00pm at the LeRoy Branch.

Public Comments: None

Motion to Adjourn: Lisa Kuhlmann moved the meeting be adjourned at 6:30. Judy Bentley seconded the motion. Motion carried unanimously.