

Coffey County Library Board Meeting

September 17, 2012

Burlington Branch 6:00 p.m.

Board Members present: Judy Bentley, Paul Herrman, Janet Lewis, and Connie Kunkle

Board Member absent: Leanne Burris

Staff Members present: Mary Ellen Paul, Valerie Williams, Jackie Clarkson, Janet Birk, Jackie Clarkson, and Mary Davies

Call to Order: The monthly meeting of the Coffey County Library Board was called to order at 6:05 p.m. by Board Chairman Paul Herrman.

Introductions: None

Approval of Minutes: Janet stated that paragraph C. under New Business needs to be amended as follows “Connie Kunkle seconded the motion.” Janet Lewis moved to approve the minutes of the August 20, 2012 meeting as amended. Judy Bentley seconded the motion. Motion carried unanimously.

Correspondence: Thank You card from the City of Lebo, for donation of used chairs.

Treasurer’s Report: Judy gave the Treasurer’s Report.

Citizens State Bank Warrant Checking	\$	9,664.63
Citizens State Bank Money Market Account	\$	631,983.95
Citizens State Bank Special Fund Checking	\$	23,460.81
Capital Improvement CD # 6904668	\$	67,703.40
Amount pledged at Citizens State Bank	\$	750,000.00

Judy moved to approve the bills for the period August 21, 2012 to September 17, 2012 paid by checks 21658-21738 from the Citizens State Bank Business Checking Account in the amount of \$40,052.93 and checks 2044-2048 from the Citizens State Bank Special Fund Account in the amount of \$262.14 be approved. Janet seconded the motion. Motion carried unanimously.

Administrator Report: Paul reviewed the Administrator’s report.

Gridley Restroom: Paul commented that he had been to the Gridley Branch to see the completed restroom remodeling project.

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Other Building Issues: The storm on September 7 caused electrical outages in Burlington, LeRoy, and Gridley. Because of that, the Gridley Branch had to have a motor replaced on one of the A/C units. Burlington was without electricity the longest and also had a little water come in when the wind was blowing; no damage.

Discarded Furnishings: Shelving was removed from Waverly and Lebo; the Otis, KS Library was pleased to have it. New patron computer chairs have been ordered for the Burlington Branch. Please let Jenifer know if there are not-for-profit groups who could use furniture.

Employment Openings: Branch Directors gave updates on employment openings at the Branches, including a new part-time employee at LeRoy, and two part-time employees moving to full time positions. The part-time position at Gridley is being advertised, with interviews planned for next week.

Meetings: Jenifer is an officer on both the Economic Development and the Interagency Council, and had recently attended both meetings. Janet Lewis commented that she had attended the Interagency Council meetings in the past; it is a good group to be a part of.

Committee Reports: None

Old Business: None

New Business: Paul brought the Board's attention to two items that will be discussed at later meetings:

- A. Cell phones for some employees
- B. Replacement/remodel of the circulation desk at the Burlington Branch

Next Meeting: The next meeting will be held on October 15, 2012 at 6:00pm at the Burlington Branch.

Public Comments: Jackie Clarkson thanked the Board for allowing all Branches to be closed for In Service. The Board was given a brief review of the day's events. Mary Davies told the Board of a large donation the Lebo Branch received from a grateful patron.

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