

MINUTES

Arkansas City Public Library Board of Trustees Special Meeting via Zoom – February 8, 2021

The Board of Trustees of the Arkansas City Public Library, pursuant to official notification, met Monday, February 8, 2021 at 7:00 p.m. via Zoom.

MEMBERS PRESENT:

- | | |
|--|--|
| <input type="checkbox"/> Duane Oestmann, City Commissioner, ex-officio | <input checked="" type="checkbox"/> Kayleigh Lawson, President |
| <input checked="" type="checkbox"/> Shawna Allison, Secretary | <input checked="" type="checkbox"/> Gia Watson |
| <input checked="" type="checkbox"/> Lloyd Colston | <input checked="" type="checkbox"/> Emily Mitton |
| <input checked="" type="checkbox"/> Mitch Reichle, Treasurer | |

STAFF PRESENT: Mendy Pfannenstiel, Library Director

OTHERS PRESENT:

Lawson called the meeting to order at 7:00 p.m.

Motion by Allison to approve the January meeting minutes. Second by Colton. Approved unanimously.

Motion by Colton to approve the December 2020 Treasurer Report. Second by Lawson. Approved unanimously.

The December 2020 report shows that we have total assets of \$341,771.22 (\$6,266.85 in current liabilities, \$15,000.00 in the operating fund and \$320,504.37 in the capital improvement fund). We have accepted 107% of our anticipated receipts and expended 107% of our anticipated budget.

Pfannenstiel provided a Director's report to the Board.

Short discussion in Old Business concerning the library reopening phases. No action taken.

Motion by Colton to approve the 2021 Designated Depositories. Second by Watson. Approved unanimously.

ACPL's depositories are as follows: checking accounts at RCB and USB, CDs at CNM and Stock Exchange Bank, savings account at USB, and endowment funds at Legacy Foundation.

Motion by Lawson to approve the 2021 ACPL Board of Trustees Officer slate. Second by Watson. Approved unanimously. Kayleigh Lawson will continue as President, Shawna Allison will serve as VP, Mitch Reichle will continue as Treasurer, and Emily Mitton will serve as Secretary.

Motion by Colton to approve the 2021 GAAP Waiver. Second by Watson. Approved unanimously.

"Whereas the Arkansas City Public Library, Arkansas City, Kansas has determined that the financial statements and financial reports for the year ended 2021 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Arkansas City Public Library Board or the members of the general public of Arkansas City and Whereas there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ended 2021. Now, therefore be it resolved, by the Governing Body of the Arkansas City Public Library in regular meeting duly assembled this 8th day of February, 2021 that the Arkansas City Public Library Board waives the requirements of K.S.A. 75-1120(a) as they apply to the Arkansas City Public Library for the year ended 2021. Be it further resolved that the Arkansas City Public Library Board shall cause the financial statements and financial reports of the Arkansas City Public Library to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State."

There was a short discussion and review of the year-end statistics and the Kansas Public Library Survey.

Motion by Allison to adjourn the meeting. Second by Colton. Approved unanimously. With there being no further business, the meeting concluded at 7:28 p.m.

Director's Report

Personnel:

- Nothing new to report.

Facilities & Grounds:

- Nothing new to report.

Budget/Finance:

- Nothing new to report.

Collection/Circulation:

- Nothing new to report.

Special Projects / Grants:

- The StoryWalk should be ready to go next week.

Technology:

- The SCKLS Technology Grant opens on the 15th. We have some staff computers on the rotation schedule that are due for replacement.

Programming:

- Nothing new to report.

Public Relations:

- Facebook: 1,713 Page Likes; 1,798 Followers; 133 Page Views; 2,079 Post Reach; 575 Post Engagements
- Website: Updates to our reopening plans can be found at: <https://arkcity.scklslibrary.info/covid-19/>
- Marketing: Facebook boosts; CourierTraveler ads; StoryWalk

SCKLS/SCKAN/State Library:

- Nothing new to report.

Gifts, Memorials, and Other:

- Nothing new to report.

Statistics:

- Available in separate document(s).

Submitted by:
Mendy Pfannenstiel, Director
February, 2021