

MINUTES

Arkansas City Public Library Board of Trustees Special Meeting via Zoom – May 10, 2021

The Board of Trustees of the Arkansas City Public Library, pursuant to official notification, met Monday, April 12, 2021, at 7:00 p.m. via Zoom.

MEMBERS PRESENT:

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

STAFF PRESENT: Mendy Pfannenstiel, Library Director

OTHERS PRESENT:

Lawson called the meeting to order at 7:01 p.m.

Guest, Lindsay Wilke, gave a presentation about the USD 470 Early Literacy Initiative and its cooperation with the library.

Motion by Allison to approve the April meeting minutes. Second by Oestmann. Approved unanimously.

Motion by Colston to approve the April 2021 Treasurer Reports. Second by Allison. Approved unanimously. The April 2021 report shows that we have total assets of \$477,257.03 (\$2,085.44 in current liabilities, \$153,562.60 in the operating fund and \$321,303.04 in the capital improvement fund). We have accepted 61% of our anticipated receipts and expended 27% of our anticipated budget.

Pfannenstiel provided a Director's report to the Board.

There was discussion about the possibility of a mobile library.

Motion by Colston to adjourn the meeting. Second by Oestmann. Approved unanimously. With there being no further business, the meeting concluded at 7:54 p.m.

Director's Report

Personnel:

- Nothing new to report.

Facilities & Grounds:

- I am still trying to get a painter with a lead abatement certificate.

Budget/Finance:

- Budget Presentations will be made at the Commissioner Work Study on Friday, May 14 at noon.

Collection/Circulation:

- Nothing new to report.

Special Projects / Grants:

- An application for the SCKLS Digital Access grant was submitted for \$1,000, which will pay for digital content.
- We're working with Lindsay Wilke on the possibility of hiring an AmeriCorps VISTA intern, whose salary is paid for by AmeriCorps. The position would assist with early literacy activities for the library and USD 470's Early Literacy Initiative.

Technology:

- We are waiting to receive the new software and hardware for Useful. Our hope is that it will come within the next few weeks, and we can get the computers up and running for patrons.

Programming:

- We are still busy preparing for the Summer Reading program—working with schools and other organizations, marketing material, and program preparation. Sign-up begins Tuesday, June 1.
- A new story will be installed this week at the StoryWalk, *The Couch Potato*.

Public Relations:

- Facebook: 1,738 Page Likes; 1,824 Followers; 288 Page Views; 7,797 Post Reach; 2,667 Post Engagements
- Website:
 - Main Page: 162 Views (94 Desktop, 61 Mobile, 6 Tablet, 1 Other); 110 Clicks
 - Kids Page: 22 Views, 33 Clicks
- Marketing: Facebook boosts; CourierTraveler ads; prize for CASA Bingo event; prize for Health & Safety Fair

SCKLS/State Library:

- Nothing new to report.

Gifts, Memorials, and Other:

- Nothing new to report.

Submitted by:

Mendy Pfannenstiel, Director

May, 2021