

MINUTES

Arkansas City Public Library Board of Trustees Meeting – February 12, 2024

The Board of Trustees of the Arkansas City Public Library, pursuant to official notification, met Monday, March 12, 2024 at 5:30 p.m. at the library.

MEMBERS PRESENT:

- | | |
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| <input checked="" type="checkbox"/> Shawna Allison, President | <input checked="" type="checkbox"/> Charles Tweedy, City Commissioner |
| <input checked="" type="checkbox"/> Mitch Reichle, Treasurer | <input checked="" type="checkbox"/> Katie Boyle |
| <input checked="" type="checkbox"/> Lloyd Colston, Vice-President | <input checked="" type="checkbox"/> Latresha Swopes |
| <input checked="" type="checkbox"/> Emily Mitton, Secretary | |

STAFF PRESENT: Mendy Pfannenstiel, Library Director

OTHERS PRESENT: None

Allison called the meeting to order at 5:31 p.m.

Motion by Colston to approve the January 2024 meeting minutes. Second by Tweedy. Approved unanimously.

Motion by Colston to approve the December 2024/Year-End Financials. Second by Tweedy. Approved unanimously.

Motion by Colston to approve the new slate of Board Officers and to remove old Officers and add New Officers (Allison & Boyle) to financial accounts. Second by Mitton. Approved unanimously. President will remain Shawna Allison, Vice President will remain Lloyd Colston, Treasurer will be Katie Boyle (Mitch Reichle previously), and Secretary will remain Emily Mitton.

Motion by Colston to approve Designated Depositories. Second by Tweedy. Approved unanimously. Depositories include a checking account at RCB, CDs at Community National Bank and Stock Exchange Bank, a savings account and Friends checking account at Union State Bank, and endowments at Legacy Foundation.

Pfannenstiel presented the current Director's report. An update was given on HB 2176. And there was discussion about the year-end statistics and State Report.

Motion by Tweedy to adjourn the meeting. Second by Reichle. Approved unanimously. With there being no further business, the meeting concluded at 6:34 p.m.

Director's Report

Personnel/Professional Development:

- We have hired a new library clerk to replace the one who resigned last month.

Facilities & Grounds:

- We made a change in our refuse collection and switched from paying for a dumpster to a trash can. This will save us over \$1,500 a year.

Budget/Finance:

- Kansas library courier service increased almost 10% (\$1,690 to \$1,855).
- The audit is currently underway. Auditors will be in town on February 22.

Collection/Circulation:

- Nothing new to report.

Special Projects / Partnerships / Grants:

- The Ark City Literacy Council voted to amend its by-laws

Programming:

- Librarian reports attached.

Technology:

- Nothing new to report.

Public Relations/Advocacy:

- Facebook: 2,324 Followers (84.9% women, 15.1% men)
- Website Visits: 793; Website Views: 1,222; Wi-Fi Connections: 160
- Marketing: Facebook posts & boosts; CourierTraveler ads & quarterly; Monthly StoryWalk; Weekly Little Free Libraries
- Partnerships/Collabs/Networking: Safety Net Organizations, RISE Cowley, Soroptimists (Mendy); Early Literacy Partnerships, House of Hope, USD 470; Cowley ACTS

SCKLS/SCKAN/State Library/Legislative:

- Update from Mike Taylor attached.

Gifts, Memorials, and Other:

- Nothing new to report.

Submitted by:

Mendy Pfannenstiel, Director
