

MINUTES

Arkansas City Public Library Board of Trustees Special Meeting – October 7, 2024

The Board of Trustees of the Arkansas City Public Library met, pursuant to official notification, for a special meeting Monday, October 7, 2024, at 5:30 p.m. at the library.

MEMBERS PRESENT:

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

STAFF PRESENT: Mendy Pfannenstiel, Library Director

OTHERS PRESENT: None

The Board discussed communications regarding the library's ballot measure for the upcoming election.

Motion by Reichle to adjourn the meeting. Second by Colston. Approved unanimously. With there being no further business, the meeting concluded at 6:04 p.m.

MINUTES

Arkansas City Public Library Board of Trustees Meeting – October 14, 2024

The Board of Trustees of the Arkansas City Public Library met Monday, October 14, 2024, at 5:30 p.m. at the library.

MEMBERS PRESENT:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Shawna Allison, President | <input checked="" type="checkbox"/> Charles Tweedy, City Commissioner |
| <input checked="" type="checkbox"/> Mitch Reichle | <input checked="" type="checkbox"/> Katie Boyle, Treasurer |
| <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 September 2024 meeting minutes. Second by Tweedy. Approved unanimously.

Current financials were not yet available at the time of the meeting.

Pfannenstiel presented the current Director's report, and there was discussion about City funding.

Pfannenstiel presented campaign updates.

Colston presented the importance of KOMA

Motion by Swopes to adjourn the meeting. Second by Boyle. Approved unanimously. With there being no further business, the meeting concluded at 6:13 p.m.

Library Director's Report

Personnel/Professional Development:

- Nothing new to report.

Facilities & Grounds:

- Still haven't connected the elevator to the phone line, but we're hoping to do that soon.

Budget/Finance:

- We will see an increase in the dollar amount from tax receipts next year. However, it's important to note that while the City did not technically cut our funding, they didn't provide the full amount that the Library Board requested. Because of this shortfall, we have to make reductions in planned services and programs to adjust to the lower funding level. So, while it's not a direct cut, the effect on our services is similar.

Collection/Circulation:

- Nothing new to report.

Special Projects / Partnerships / Grants:

- We are creating gift and loan agreements for items given to us for the History Room. I met with Sandy Randel to receive her input and advice and will be making edits. Once those are complete and an attorney reviews them, they will be brought to the Board for review and approval.

Technology:

- Nothing new to report.

Public Relations/Advocacy:

- Facebook: 2,465 Followers (85% women, 15% men)
- October: Website Views: 1,836; Wi-Fi Connections: 717
- Marketing: Facebook posts & boosts; CourierTraveler ads & quarterly; Monthly StoryWalk; Weekly Little Free Libraries; Arkalalah Ad; HS Yearbook Ad
- Partnerships/Collabs/Networking: RISE Cowley, Soroptimists; Early Literacy Partnerships, Cowley House of Hope, USD 470; Cowley ACTS; Advancing Cowley Digital Opportunities, Chamber & VISIT Ark City
- Strategic Planning: Our hold on this has ended, and we have posted a community survey online. In the past, the City has agreed to let us mail physical surveys with the utility billing, so we will explore that as an option to distribute the survey.

SCKLS / State Library / Legislative / Legal / Other Coops:

- The library's ballot measure failed by under 400 votes. We will regroup and strategize our next steps.

Gifts, Memorials, and Other:

- We have received a \$2,000 gift from an annual donor who wishes to remain anonymous.

Submitted by:

Mendy Pfannenstiel, Director