

VALLEY CENTER PUBLIC LIBRARY  
BOARD MEETING MINUTES  
February 15, 2021

The meeting was held by Zoom due to the continued closure at the direction of the Library Board. The meeting was called to order by Vice-Chair Stacy Alexander. Those in attendance were Stacy Alexander, Morgan Wiebe, Sara Johnson, Jeanne Shove, Barbara Jarman, Shelli Miller, Lou Cicirello, Janice Sharp and Terry Foster. Brent Clark and Ron Colbert also attended.

Morgan made a motion to approve the agenda; Barbara seconded. Motion carried; vote was unanimous.

There were no comments in the Public Forum.

Shelli made a motion to approve the minutes from the January 18, 2021 meeting; Sara seconded. Motion carried; vote was unanimous.

Morgan made a motion to approve the financial report for February and pay bills; Barbara seconded. Motion carried; vote was unanimous. Janice shared that the check we received from the City has been deposited into the accounts at Halstead Bank. Checks for the new account have been ordered. We have about 45 checks remaining to use on the Chisholm Trail account. She also reported that the payment to Junior Library Guild is for an annual purchasing agreement that provides books monthly for school age children. The payment to Sage is also for an annual cost for our accounting system.

There was no report from the Board Chair.

In the Director's report, Janice shared that she is still working on the final paperwork for the auditors who will be in town on April 1. She is in the process of contacting facilitators for the Spring Kansas Humanities book discussions.

Janice has scheduled a zoom meeting for tomorrow with Brent at City Hall, Lloyd at the Police Dept., Eric at the Chamber, Chris at the Ark Valley News, the Davis', Hamilton's and the Black's from the Lions Club to discuss the location of the drive-thru Easter event on March 27. It is hoped that we will be able to use the parking lot at the Valley Center High School for people to come through with a minimum issue of blocking traffic.

The Library has been closed today due to cold temperatures and snow. Janice and her husband have come on Sunday and will again on Tuesday to empty the drop boxes. The schools have sent notification that school is cancelled again tomorrow due to weather; the Library will be closed as well.

In the Office Manager's report, Terry shared information regarding the stats. She is now including the counts of curbside deliveries each month. She shared that we have prepared 150 craft/activity bags for each January and February. The bags are available in the outer foyer of the Library. This afternoon, Erin led a zoom bingo event for school-age children. There were five (5) that participated. We are discussing having a zoom event each month for this age group.

In Old Business, Janice shared that she has banking documents for the new accounts at Halstead Bank that will need to be signed by the four (4) check signers. The documents will need to be returned to the bank prior to our using these funds.

In our discussion about re-opening, Terry had prepared a listing of area libraries showing their status of closure/re-opening. Most libraries are still using curbside; some of the smaller libraries are allowing people in on a very limited basis. Most libraries still have reduced working hours.

Janice and Terry both shared that staff had been discussing the possibility of changing our Thursday hours to noon to 6 PM. This will enable patrons to pick up their curbside items possibly on their way home from work. We will start the change on Thursday, March 4. In promoting the changed hours, we will emphasize that having later hours is part of our

re-opening discussion. Janice prefers that we wait for allowing patrons to begin coming inside until after we have gotten rid of the Easter items to be given at the drive-thru Easter event.

In New Business, there was discussion regarding complaints that have been shared on Facebook about the need for the Library to open, to be open on Saturdays and that area residents were not receiving the full benefit of tax dollars collected for the Library. No one from the public has contacted the Library staff or Board directly in their complaints. Lou, who is a Board member by his position as Mayor, commented that he doesn't consider complaints from individuals that do not live in the Valley Center city limits. The Board agreed that the change in the Thursday hours is good and no other action needed to be taken regarding the complaints.

Morgan asked if anyone knew how the schools are quarantining materials – if they are at all. Janice will check.

Spring Break will begin on March 15 so it was decided that our March meeting will be held on March 22 again by Zoom.

Shelli made a motion to adjourn the meeting; Morgan seconded. Motion carried; vote was unanimous.