

VALLEY CENTER PUBLIC LIBRARY
BOARD MEETING MINUTES
August 12, 2024

The meeting was called to order by Amy Heilman. Those in attendance were Amy Heilman, Chris Cartwright, Michael Vo, Jeanne Shove, Barbara Jarman, Shelli Miller, Terry Foster and Janice Sharp.

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

Shelli made a motion to approve the minutes from the July 8, 2024 meeting; Chris seconded. Motion carried; vote was unanimous.

Jeanne made a motion to approve the financial report; Shelli seconded. Motion carried; vote was unanimous. Janice shared that the check to Yoder Furniture was included in anticipation of the delivery of our shelves. We also have two months of invoices from the City included.

In the Director's report, Janice shared that our cabinets from Yoder will be delivered this week. The check referenced above will be given to the men delivering.

Janice shared that she had agreed to participate with the City on getting new printers. Brent had approached with the information that the leased printers would be replaced every 3 years; all supplies (except paper) and maintenance would be provided and we would be billed by the City for lease price of the 2 printers we would be getting. The printers will be delivered on Wednesday morning. The City has not determined our monthly fees for the lease.

Janice has provided a copy of the Bylaws for new members to review. The Bylaws had been approved on October 1, 2020. The specifics in the Bylaws outline that any Board members that miss more than 3 meetings in a row are subject to replacement. This requirement would apply to one member's term on the Board since this person had missed three meetings prior this August meeting as well as multiple meetings in 2023. The Board agreed that a new individual should be appointed to the Board.

The Library System had notified all library members that their semi-annual grant for technology would be open on Monday, Aug. 12, 10 AM. Janice had gathered information on our computer replacement schedule and applied just after the grant opening. We were approved for a 50% grant to purchase 4 computers and monitors at our cost of \$2,500. The computers and monitors will be purchased in bulk by SCKLS then installed at each location by SCKLS personnel. The grant round closed after less than 45 minutes.

Janice requested that Chris sign a Loyalty Oath that all board and staff members are to sign annually. The remaining members had completed the form in February.

Janice and Terry will be participating in several webinars in the next several weeks. Janice will attend the SCKLS Budget Meeting by zoom on Aug. 20. Janice and Terry both will participate in zoom meetings for Strategic Planning on Tuesday, Aug. 27 and First Amendment Rights in the Library on Thursday, Aug. 29.

In the Office Manager's report, Terry reported that our stats are progressing at a rate that is typical for this time of the year. In the stats for the summer reading programs, we checked out about 15,000 materials with 4,338 attending programs. There were 234 reading logs turned in to receive prize bags.

Our Valley Center Library was one of 25 libraries that participated in the Library Crawl. This was a first-time event for libraries in SCKLS. There were 522 entries of people registering for prizes for a drawing at the end. We had 24 visitors that came to our Library, some from Valley Center and most from other libraries. Rick Quandt, of Valley Center, was one of the winners of the prizes that had been donated by participating libraries.

In New Business, Janice and Terry presented information about our summer program on Wednesday, July 10. Our presenter was Tanganyika Wildlife Park to begin at 11 AM. Valley Center Court was being held in the Cottonwood/Sunflower rooms. People began coming to our program about 10:15 and by 10:40, the foyer was full of adults and children. (We were not allowed access to either of the rooms until Court was completed.) Our participants in the foyer were talking – so were not quiet. A gentleman came from the Court in Sunflower and yelled to Janice that we should be keeping everyone quiet to Court could proceed. About 11:00, they allowed us entry to the Cottonwood Room so we could begin sitting up chairs for the program. Our program started about 11:15 and shortly thereafter, Court recessed until 1:15 PM. Attendance for the program was very high – standing room only and, in fact, some people left in frustration.

After discussion among the Board, it was decided that Janice would invite Police Chief Lloyd Newman and City Administrator Brent Clark to our Sept. meeting to see if a compromise could be reached.

Other New Business was the election of new officers. Amy volunteered to be President; Michael volunteered to be Vice President; Barbara volunteered to be Treasurer. Shelli made a motion to accept the slate of officers; Jeanne seconded. Motion carried; vote was unanimous. Janice asked Shelli to become a check signer as well. Check signers will be Amy, Jeanne, Barbara and Shelli. With the issues of attendance and term completions, we have limited people available to sign checks for both payroll and the checks presented at each meeting. The check signers were Morgan, Jeanne and Amy. Janice will get the paperwork setup from Halstead Bank.

With the Sept. meeting normally scheduled for Monday, Sept. 9, the Board agreed to move the meeting to Monday, Sept. 16, to allow time to receive bills for the Sept. meeting.

Jeanne made a motion to adjourn the meeting; Amy seconded. Motion carried; vote was unanimous.