

VALLEY CENTER PUBLIC LIBRARY  
BOARD MEETING MINUTES  
April 14, 2025

The meeting was called to order by Amy Heilman, Board President. Attendees were Amy Heilman, Michael Vo, Jeanne Shove, Barbara Jarman, Marco Benitez, Shelli Miller, Terry Foster and Janice Sharp.

After the flag salute, Jeanne made a motion to approve the agenda; Marco seconded. Motion carried; vote was unanimous.

No one spoke during the Public Forum.

Marco made a motion to approve the minutes from the March 10 meeting; Michael seconded. Motion carried; vote was unanimous.

Shelli made a motion to approve the financial for April and pay bills; Jeanne seconded. Motion carried; vote was unanimous. Amy requested that we find out if there is storage available in the base of the water tower and if there is a charge. Janice will work on cleaning some of items in the storage unit. Janice pointed out that we had purchased some Braille books. Several of them will be in the Lions Club book giveaway at the Spring Party and the remaining books will be added to our collection. Also the purchase from Amazon for the measuring spoons will provide a way of measuring seeds for the packets. We received the check for \$500 for the SCKLS Programming Grant.

In the Director's report, Janice shared that she has the forms prepared for the registration and programs for the summer reading program. She will be taking copies of the programs to the schools before classes are out for the summer.

The Spring Party Egg Hunt will be held on Saturday. Janice and Terry have been discussing alternate plans since rain is in the forecast. It was decided that if the rain is still predicted by Thursday, we will cancel only the egg hunt. All other activities can proceed since they will be inside the building. The snow cones and cotton candy booths will be in the kitchen passing the treats through the window.

We have received information from SCKLS regarding the 2025 Grants in Aid payments. We will receive \$13,365 for ILL items provided to other libraries and we will receive \$14,530 for the Out of District number of patrons in our database.

We have a program scheduled for Tuesday, April 29 – The Bedquilt. The presentation is a two-act play about a quilt pattern that came to a lady in a dream the how the quilt actually came to be made. The program begins at 1:30 PM.

The semi-annual carpet cleaning for the library is scheduled for the weekend of April 26 & 27. Janice and Terry will move items that are "movable" to the Cottonwood Room for the weekend the move them back in place on Monday morning.

Janice will be making school visits to promote summer reading during the last several weeks of school. She will go to West Elementary on May 12 & 13 during their Book Fair from 4 to 7 PM each day.

Janice has scheduled Sarah McQuaid to perform again for our community on Tuesday, Nov. 7. Marco will do a flyer from info on her website.

The Library had received a donation from an individual wanting us to provide several new chairs and a cabinet for storing children's story time books. Two of the chairs have been delivered and set-up and the cabinet arrived on Wednesday.

In the Office Manager's report, Terry reported that our stats are remaining consistent with our previous months. She also reported that our adult program grant was approved by SCKLS for the Civics class. Terry will get with the presenter in scheduling the dates.

Terry reported that we are beginning a Seed Library. Our speaker from the previous program about Native Plants has provided us with starter envelopes of seeds. Terry has contacted the Buffalo Seed Company and they have also provided us with seeds to help us begin the project.

Library staff tore down the book sale today. We had boxes for Open Door Ministries and the Sedgwick County Jail. There was a total of 1,606 items sold with donations of \$1,382.97 for the items sold.

Terry prepared a spread sheet indicating how area libraries handle paid holidays. After discussion, it was decided that Library employees would be paid for the following additional holidays: Jan. 20 – Martin Luther King, Jr, Birthday; Presidents Day; Juneteenth Day; Veterans Day; the day after Thanksgiving Day; and Thanksgiving Saturday. There will be one floating holiday to be designated by the Board to go with July 4 or Christmas. In 2025, it's assigned to the Friday after Christmas. Amy made the motion to adapt the holidays as specified; Marco seconded. Motion carried; vote was unanimous.

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