

Tonganoxie Library Board of Directors July 11, 2018 - Meeting Minutes

Library Board Attendees: Allyson Brumley, Jake Dale, David Frese, Brian Manus (arrive 7:43), Teri Morgan, Brittany McWilliams, Steve Skeet, Meagan Vestal

Also Present: Nicole Holifield (Library Director), Marilyn Kearney

Absent: Angela Bowlin, Hayley Wells

Call to Order: Meeting called to order at 7:05pm by Skeet.

Agenda: Vestal moved to approve the agenda. Brumley seconded. Passed unanimously.

June 2018 Minutes: Vestal moved to approve the June minutes. Brumley seconded. Passed unanimously.

Meet the Staff: Marilyn Kearney was present to introduce herself to the board and share a little about herself to allow the board to get to know the staff members better.

Committee Reports

New Building Committee: The city came back with a high-level MOU (outlines roles and responsibilities). The land closing will probably not be able to be presented to the city on July 16th and will more than likely be moved to August. Tongie Five, LLC has done additional work, and the land is almost 'pad ready'. There is just a little bit more cement to be removed. There has been conversation around the delay in the project and increased costs due to the industry situation. The Building Committee will be meeting with JE Dunn on August 10th to revisit items already discussed but needing a revisit due to the time lapsed. Potentially having a 'sign revealing' event ready for the Sunflower Stroll during Labor Day weekend.

Finance Committee Report: Holifield indicated that the e-rate refund still has not been applied but should be soon but she has no official date. Dale moved to approved the Treasury Report. Vestal seconded. Passed unanimously.

Personnel Committee Report: No report.

Grounds Committee Report: Grass is still dying, but that is all due to the heat and no rain. There seems to be a mulch fairy who pulled the weeds and put mulch around the flag pole.

Friends of the Library: Nerd Night is coming up next Thursday (Jul 19th). There is a plan for a run on September 1st during the Sunflower Stroll as well as a Spelling Bee. A new logo for the Friends of the Library was shared.

New Business

NEKLS Training for Board Members: Moved to August meeting since multiple members had not viewed the presentation.

2019 Library Budget: Holifield presented the proposed budget for next year. Benson Method, LLC, owner's rep company, will be paid out of the Capital Improvement funds, so the CD will be cashed and used for this fee next year. A 2019 Budget was presented that included a 2% raise for staff members with no change to the Mil Rate. Frese moved to approve the proposed 2019 Tonganoxie Public Library Budget. Morgan seconded. Passed unanimously.

Director's Report / Updates

Director's Report: Holifield reviewed her report that had been submitted.

Statistic Updates: Holifield indicated she had discussed the concerns that arose during the last meeting regarding the reported statistics with Rhoda McReynolds. She indicated that McReynolds informed her that she had been counting the Chieftain Café attendees in the Community Room numbers, so she will discontinue this process. They also discussed the purchasing of books, and McReynolds indicated that she will not purchase books simply for the sake of purchasing if it is not a good purchase. It was requested that McReynolds attend the next meeting to discuss the concerns.

Executive Session

Executive Session: Frese moved to enter Executive Session for no more than 10 minutes to discuss matter regarding non-elected personnel. Dale seconded. Executive session was entered at 8:22pm. Dale moved to exit Executive Session. Brumley seconded. Passed unanimously. Executive Session was exited at 8:36pm with no action taken.

Adjournment: Dale moved to adjourn the meeting. Frese seconded. Passed unanimously. Skeet adjourned the meeting at 8:37pm.