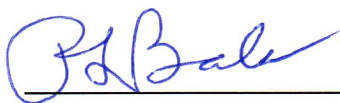
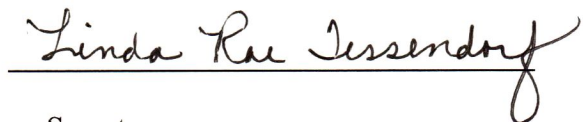


- The regular monthly meeting of the Board of Trustees of the Pottawatomie Wabaunsee Regional Library was held on Tuesday, June 26, 2018 at the St. Marys Headquarters Library.
- **CALL TO ORDER:** Chairman Pam Bales called the meeting to order at 4:45 p.m. Linda Tessendorf was Secretary. Paulette Simecka was Treasurer. Others present were board members: Nina Imthurn, Sandie Jensen; Pat Weixelman, Pottawatomie County Commissioner; Elizabeth Tschetter, Assistant Director; Judith Cremer, Director. Board member, Sue Jenkins, was present remotely via telephone.
- **ADOPTION OF THE MEETING AGENDA:** Sandie Jensen moved that the agenda be approved as amended to move discussion of the 2019 Library Budget to number three under unfinished business. Paulette Simecka seconded the motion and the motion carried.
- **APPROVAL OR CORRECTIONS OF MINUTES OF THE MAY 30, 2018 MEETING:** Sandie Jensen moved that the minutes be approved as corrected. Paulette Simecka seconded the motion and the motion carried.
- **CORRESPONDENCE AND COMMUNICATION:** None
- **REPORT OF TREASURER:** Paulette Simecka, Board Treasurer, reported the Library received ad valorem funds from Pottawatomie County in the amount of \$185,000.00. Of that amount, \$167,000.00 was allocated to the General Fund and \$18,000.00 was allocated to the Employee Benefits Fund.
- **APPROVAL OF BILLS:** After discussion, Linda Tessendorf moved that the Board approve and pay the bills as presented. Pam Bales seconded the motion and the motion carried.
- **NCKL REP. REPORT – DIRECTOR:** Judith and Elizabeth will attend the NCKL Annual Meeting on August 2, 2018. NCKL will present their plan and goals along with the NCKL 2019 Budget. NCKL is proposing a 4.29% increase in budget expenses for 2019.
- **REPORT OF DIRECTOR:**
 - On June 7, the 2018 Kansas Notable Book List was released. The list contains 15 titles relevant to Kansas life and culture chosen by a panel of library professionals. PWRL has applied and been approved for a LSTA federal funding grant through the Kansas State Library to buy these titles. PWRL will receive reimbursement funds for all titles purchased. Labels with an identifying gold seal will be attached to each title once it is received and processed. A note in the online library catalog will allow patrons to easily search for and find all Kansas Notable Book List titles.
 - On July 14, Phil S. Dixon will speak at St. Marys Headquarters Library. He is a historian and Kansas Humanities Council Scholar who will be presenting a program about the Kansas City Monarchs Negro Baseball League team. The event is made possible by a grant from the Kansas Humanities Council which will cover the \$300 speaking fee.
 - Judith was away from the library last week to take care of her mother, who is now recovering from back surgery.
 - Judy Morton, Eskridge Substitute Librarian, has suffered a second heart attack. She is recovering well and is back at work with a slightly reduced work schedule.
- **UNFINISHED BUSINESS:**
 - **BOARD MEMBER POSITIONS:** Judith provided the Board with updated signature cards to be signed by board members that were missed during last month's signing.

- **LIBRARIES ROCK- THE 2018 SUMMER READING PROGRAM:** The 2018 PWRL SRP and food programs have been going well so far. Attendance has been steady and participants are enthusiastic. Programs by the Milford Nature Center, and Kansas Humanities Council Scholar Phil Dixon are scheduled for July. During the first three weeks of the Summer Reading / Summer Food Program a total of 741 lunches were served to children and accompanying adults at all PWRL locations. The Library staff has also reported that they are receiving a lot of good help from volunteers that has served to ease the annual stress and strain on library staff.
- **2019 LIBRARY BUDGET:** PWRL has received valuation from both Pottawatomie and Wabaunsee County Clerks. It was noted that the Pottawatomie County valuation has increased by \$26,337,588.00, and the Wabaunsee County Valuation increased by \$5,401,649.00. The population statistics used for preparing the 2019 budget have not yet been released by the Kansas Division of the Budget. Once those figures are available, it will be possible to figure the apportionment of the 2019 Library Budget between the two counties based on 50% population and 50% valuation in each county.
- The 2019 PWRL budget proposal includes minor adjustments in various lines based on actual and projected costs. The rationale for each adjustment is explained in detail in the line narrative budget sheets that accompanied the Board budget packet.
- The majority of the increase for 2019 was recommended for salaries and wages. Because of the relatively low hourly salaries, continuous staff turnover, and great difficulty in recruiting qualified staff, the continued focus on increasing salaries remains at the top of PWRL's priority list.
- Judith presented 4 proposed options for the 2019 PWRL library budget. Option 1 included a 3% salary increase for staff; Option 2 provided for a 2% salary increase for the library staff; Option 3 provided for a 1% salary increase for the library staff; Option 4 provided no increase in salary for the library staff.
- After discussion, Sandie Jensen moved to approve that the Board approve Option 3 including a 1% salary increase for library staff from the 2019 PWRL Library Budget Proposals. The approved 2019 Library Budget includes a General Fund of \$499,871.00 and an Employee Benefit Fund of \$59,095.00 for a total of \$558,966.00, representing a 2.63% increase. Nina Imthurn seconded the motion and the motion carried.
- Nina Imthurn moved that the Board allow the transfer from the Capital Improvement Fund to the General Fund the amount necessary to fund a total 2% increase in staff salaries for 2019 Budget Year. Paulette Simecka seconded the motion, and the motion carried.
- **NEW BUSINESS:**
- **RESOLUTION ON INCREASE:** Nina Imthurn moved that the Board approve the Resolution on Increase for the 2019 PWRL Library Budget. Sandie Jensen seconded the motion and the motion carried.
- **BOARD MEETING DATES FOR 2018:** The next Library Board meeting will be held on Tuesday, July 24, 2018 at the Onaga Branch Library and is scheduled to start at 5:30 PM.
- **ADJOURNMENT:** Paulette Simecka moved to adjourn the meeting. The meeting was adjourned at 6:11 p.m.



Chairman



Secretary