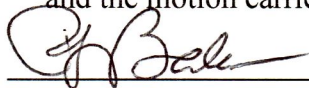


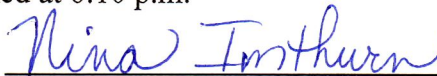
- The regular monthly meeting of the Board of Trustees of the Pottawatomie Wabaunsee Regional Library was held on Tuesday, July 30, 2019 at the PWRL Westmoreland Mini Library.
- CALL TO ORDER: Chairman Pam Bales called the meeting to order at 5:34 p.m. Alicia Matson was Secretary. Others present were board members: Sandie Jensen and Paulette Simecka. Board member: Sue Jenkins was present remotely via telephone. Judith Cremer, Director, was also present.
- ADOPTION OF THE MEETING AGENDA: Paulette Simecka moved that the agenda be approved as presented. Sandie Jensen seconded the motion and the motion carried.
- APPROVAL OR CORRECTIONS OF MINUTES OF THE JUNE 25, 2019 MEETING: Pam Bales moved that the minutes be approved as corrected. Alicia Matson seconded the motion and the motion carried.
- CORRESPONDENCE AND COMMUNICATION: None
- REPORT OF TREASURER: None
- APPROVAL OF BILLS: After discussion, Paulette Simecka moved that the Board approve and pay the bills as presented. Sandie Jensen seconded the motion and the motion carried.
- REPORT OF DIRECTOR:
  - Judith reported that she had hired woodworker Vernon Bolinder of Alta Vista to remake the wooden library sign that hangs outside the PWRL Alta Vista Mini Library.
  - Emily Palmari, the full time Assistant Branch Librarian at St. Marys, has given her resignation. Her last day at the Library will be by Aug. 23<sup>rd</sup>. She has accepted a 40 per week job with a pay increase, full benefits and medical insurance at another local business. The St. Marys Assistant Branch Librarian position is a 30 hour per week job with KPERS, sick leave, and vacation benefits.
  - PWRL received the annual insurance quote from the Flint Hills Insurance Agency on July 23<sup>rd</sup>. Coverage runs from Aug. 4, 2019 – Aug. 3, 2020. \$20,960 was budgeted in 2019 for insurance. The total quote for property, liability, auto, workers comp, directors and officers and employment practices liability coverage was \$20,403.
  - Judith reported that her mother continues to struggle with health issues. They are currently working on a placement for her at Midland Care Hospice in Topeka.
- UNFINISHED BUSINESS:
  - 2020 LIBRARY BUDGET:
    - The 2020 Library budget presentation for Pottawatomie County was held on July 1st at 9:00 a.m. Sandie Jenkins and Paulette Simecka accompanied Judith to the presentation. The 2018 annual report, pictures from the annual Summer Reading / Summer Food Program, and an overview of the 2020 budget, including changes in variance, was given to the Pottawatomie County Commissioners.
    - The 2020 Library budget presentation for Wabaunsee County was held on July 8th at 9:30 a.m. Pam Bales accompanied Judith to the presentation. The 2018 annual report, pictures from the annual Summer Reading / Summer Food Program, and an overview of the 2020 budget, including changes in variance, was also given to the Wabaunsee County Commissioners. Both Pottawatomie and Wabaunsee County Commissions expressed their support for the library.
    - The final amounts for the 2020 Library budget was \$575,401, \$515,939 for the general fund and \$59,462 for the Employee benefit fund. Included in the 2020 Library budget motion was approval for the transfer of \$30,000 from the Capital Improvement fund for library materials and the transfer of \$4,217 from the Capital Improvement Fund for Salaries and Wages.



- The amount levied by each county is figured through a formula on population and valuation. The population for figuring the 2020 Library budget apportionment increased by a net of 335 people. The valuation for figuring the 2020 Library budget apportionment increased by a net of \$91,931,263. The total increase in PWRL’s 2020 budget was \$16,435. The apportionment between the counties realized an increase of \$18,243.75 for Pottawatomie County and a decrease of \$1,808.75 for Wabaunsee County.
- UNIVERSE OF STORIES – 2019 SUMMER READING PROGRAM:
- Several positive articles were featured in local newspapers highlighting the activities hosted at the library as part of the annual Summer Reading / Summer Food Programs. Stories appeared in the Westy Official Weekly, the Wabaunsee County Signal Enterprise, and the St. Marys Star.
- A photobook featuring pictures taken at each location showcasing Summer Reading activities during June and July was shared with Board members.
- The last day for PWRL’s Summer Food Program was July 27, 2019. PWRL served a total of 2,766 lunches to children and caregivers over the eight week program. Every child served makes a difference in the life of that child. Judith noted that the goal of the Library was not to feed the world, just to make our corner of it a little better. More statistics on the Summer Reading Program will be presented at the August Board meeting.
- NEW BUSINESS:
- NCKL ANNUAL MEETING – AUGUST 1, 2019: The NCKL annual meeting will be held on Thursday, August 1st. The official budget hearing for the 2020 NCKL Budget will be conducted at that time. The NCKL 2020 service plan will also be presented to the full system board. The NCKL Directors meeting will be held that afternoon.
- PROGRAMS AND PROMOTIONS: PWRL will participate in the Wabaunsee County Fair Parade on Saturday, July 27<sup>th</sup>. Colette Goldade, PWRL Collection Manager, will drive the Library van, and Lorelei Wilson, PWRL Alma Branch Librarian, will assist in decorating and throwing candy to the crowd.
- PWRL will also participate in the Pottawatomie County Fair. The Library will have a booth supplied with 800+ donated books to be given away free to fair goers. Copies of PWRL Service Brochures will also be available at the booth. Colette Goldade, Collection Manager, will again drive the van in the Pottawatomie County Fair Parade on Sunday, August 4<sup>th</sup>. Alee Buss, Substitute Librarian at Onaga, Olsburg, and Westmoreland, will assist in decorating and throwing candy to the crowd.
- BOARD MEETING DATES FOR 2019: The next Library Board meeting will be held on Wednesday, August 28, 2019 at the PWRL Alma Branch Library and is scheduled to start at 5:30 PM.
- ADJOURNMENT: Pam Bales moved to adjourn the meeting. Paulette Simecka seconded the motion and the motion carried. The meeting was adjourned at 6:10 p.m.



Chairman



Secretary