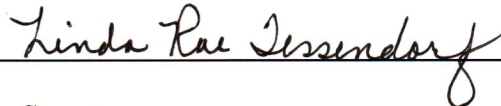


- The regular monthly meeting of the Board of Trustees of the Pottawatomie Wabaunsee Regional Library was held on Wednesday, September 27, 2017 at the Westmoreland Mini Library.
- CALL TO ORDER: Chairman Pam Bales called the meeting to order at 5:30 PM. Linda Tessendorf was Secretary. Paulette Simecka was Treasurer. Others present were board members: Sandie Jensen, Nina Imthurn; Pat Weixelman, Pottawatomie County Commissioner; Elizabeth Tschetter, Assistant Director; Cherrie Ann Lindsey, Westmoreland Mini Library Substitute, and Judith Cremer, Director.
- ADOPTION OF THE MEETING AGENDA: Paulette Simecka moved that the agenda be adopted as presented. Sandie Jensen seconded the motion and the motion carried.
- APPROVAL OR CORRECTIONS OF MINUTES OF THE AUGUST 30, 2017 MEETING: Paulette Simecka moved that the minutes be approved as corrected for spelling. Sandie Jensen seconded the motion and the motion carried.
- CORRESPONDENCE AND COMMUNICATION: The Board received a Thank You card from Catholic Charities of North East Kansas praising PWRL's participation in the 2017 summer food program.
- REPORT OF TREASURER: Paulette Simecka, Board Treasurer, reported the Library received ad valorem funds from Pottawatomie County in the amount of \$7,568.76. Of that amount, \$6,761.55 was allocated to the General Fund and \$807.21 was allocated to the Employee Benefits Fund.
- APPROVAL OF BILLS: After discussion, Sandie Jensen moved that the Board approve and pay the bills as presented. Nina Imthurn seconded the motion and the motion carried.
- REPORT OF DIRECTOR:
- STAFFING: Judith reported to the Board that the Processing Clerk position at the St. Marys Headquarters is still open. It has been posted to the library community email listservs and the open position is featured in the PWRL Newsletter.
- Judith and Sheila attended the annual KPERS workshop in Topeka on September 21. They learned that effective January 1, 2018, KPERS will no longer require employers to pay contributions for employees working in non-KPERS covered positions. The working after retirement rate for employees working in KPERS-covered positions will be set at 8.39%, which is the same rate required for regular KPERS-covered employees. The KPERS working after retirement rate for employees in non-KPERS covered positions in 2017 is 8.46%. The KPERS working after retirement rate for employees in KPERS-covered positions in 2017 is 14.46%.
- Judith attended an NCKL human resources management workshop in Manhattan on September 22. Attendees were provided with a template to help guide in the revision of library personnel policies. Judith suggested that the Board consider reviewing the current PWRL policy starting in January, and the Board agreed this would be beneficial to PWRL.
- Both St. Marys and Alma have been approached by their respective school districts about placing students at the libraries as volunteer workers. Both locations have worked with students with special needs in the past and are enthusiastic about the opportunity to do so again.
- The Onaga Lions' Club contacted Judith about a desire to make a donation to the PWRL Onaga Branch. With the Onaga Lions' Club's generous donation of just over \$700, the PWRL Onaga Branch was able to purchase a 4' x 8' bulletin board, two leather reading chairs, and a small table for patron use.
- The new owner of the building housing the Onaga Branch Library, Annette Cline, has been working to get the roof fixed and has scheduled interior painting to be done in the near future.

- The new owner of the building housing the Eskridge Branch Library, John Whitaker, has purchased 10 sets of ceiling lights at \$70/light fixture and started replacing the lights in the building. He will purchase and replace additional fixtures on a regular schedule as it becomes affordable to do so.
- Elizabeth will be substituting at the Eskridge Branch Library this coming Friday. She will take this opportunity to complete the installation of new computers at that location.
- The husband of Joyce Mathies, the PWRL Alma Branch Librarian, has been in poor health recently and Joyce has been absent to care for him. The Alma Assistant Branch Librarian and Substitute Librarians have been filling in as needed. Judith will be at Alma on Friday to help keep things on track.
- Judith spoke with the Pottawatomie County Clerk and confirmed that there will be an item on the November ballot asking residents to approve an increase of 5 mils in the Westmoreland City Budget for the purpose of organizing and operating a public library. The question as to whether this would constitute double taxation for library service for these residents has not been addressed. Neither Judith nor the Board has had any communication from the City of Westmoreland.
- The ERATE paperwork for the 2016-2017 fiscal year has been submitted. PWRL expects reimbursements for Internet and telephone services paid during that period totaling \$6,833.10.
- Judith introduced to the Board the new Westmoreland Substitute librarian, Cherrie Ann Lindsay. Cherrie Ann will be working primarily to cover the new Saturday hours at Westmoreland. She has taught high school literature at Rock Creek USD 323 for ten years and will be doing her best to encourage her students to come and make the most of the resources at the Westmoreland Mini Library.
- UNFINISHED BUSINESS:
- PROGRAMS AND PROMOTIONS: Regular weekly Storytime will resume at Branch locations soon. Storytime at the Branches will then be held every Tuesday at 10:00 AM through December 5. Mini locations also host daily preschool storytimes, both scheduled and on demand.
- The PWRL Fall 2017 Newsletter has been completed and distributed. It will be sent out via MailChimp to those patrons who have provided the Library with their email addresses and paper copies will be available at each PWRL location. A link to the Newsletter has also been added to PWRL's website. The newsletter includes the Summer Reading news release, the current job opening, and schedules for rotation and programs at all locations.
- Kansas Reads to Preschoolers will take place November 12-18, 2017. This year's selection, *The Napping House* by Audrey Wood, will be read in all locations throughout the week. Special visits to local preschools and daycares are also being scheduled at most locations.
- NEW BUSINESS:
- The annual Kansas Library Association (KLA) conference will take place in Wichita on October 25-27. The conference will be attended by Judith, Elizabeth, Melanie Smith, and Michelle Pedergnana. The Library has applied for a Continuing Education Grant through NCKL to reimburse the Library for the \$800 registration fees.
- BOARD MEETING DATES FOR 2017: The next Library Board meeting will be held on Tuesday, October 24, 2017 at 5:30 PM at the St. Marys Headquarters Library.
- ADJOURNMENT: Nina Imthurn moved to adjourn the meeting. Paulette Simecka seconded the motion and the motion carried. The meeting was adjourned at 6:16 PM.



Chairman



Secretary