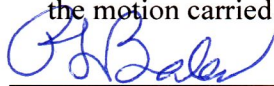
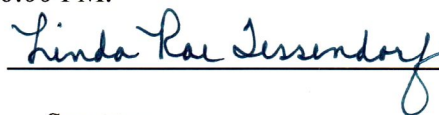


- The regular monthly meeting of the Board of Trustees of the Pottawatomie Wabaunsee Regional Library was held on Tuesday, October 24, 2017 at the St. Marys Headquarters Library.
- **CALL TO ORDER:** Chairman Pam Bales called the meeting to order at 5:30 PM. Linda Tessendorf was Secretary. Paulette Simecka was Treasurer. Others present were board members: Deb McClain-Williams, Sandie Jensen, Nina Imthurn; Elizabeth Tschetter, Assistant Director; Judith Cremer, Director.
- **ADOPTION OF THE MEETING AGENDA:** Paulette Simecka moved that the agenda be adopted as presented. Deb McClain-Williams seconded the motion and the motion carried.
- **APPROVAL OR CORRECTIONS OF MINUTES OF THE SEPTEMBER 27, 2017 MEETING:** Nina Imthurn 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 Wabaunsee County in the amount of \$897.01. Of that amount, \$799.71 was allocated to the General Fund and \$97.30 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.
- **NCKL REP. REPORT – DIRECTOR:** Judith attended an NCKL Executive Committee meeting on September 28. It was reported that the position of State Librarian is currently open. In regards to State Aid, libraries have been told to expect a additional 3-4% decrease in aid in 2018. The new federal overtime regulation that was scheduled to go into effect in December 2016 has been indefinitely postponed due to a court ruling that decreed there will be no changes to the current law.
- Judith and Elizabeth attended an NCKL Directors’ meeting on October 5 in Lyon County. During the meeting, a representative from Niche Academy demonstrated their service which offers online tutorials for a wide variety of digital resources including Overdrive’s Sunflowerelibrary and all of the online databases provided to Kansas residents through subscriptions paid by the Kansas State Library. As a system, NCKL is considering purchasing access to the Niche tutorial service. Individual library webpages could then link to the information through NCKL’s webpage. The second presentation provided active shooter training to help prepare library staff for such an emergency.
- **REPORT OF DIRECTOR:**
 - On October 2-3, Judith attended the Kansas Humanities Council’s Creativity Boot Camp at the Kansas Historical Society and Historical Museum. Judith felt the presenters from Musuem Hack were extremely dynamic and the workshop provided great hands-on experience in the art of telling the story.
 - On October 9, Melanie Smith and Colette Goldade, St. Marys librarians, attended an NCKL workshop that focused on integrating iPads and other digital content into Storytime.
 - Storytime has started at all of the Branches and is going well thus far.
 - On October 15, the Onaga Chamber sponsored a community Fall Festival. The PWRL Onaga Branch Library was open for special hours in order to support the event, and offered visitors a prize drawing, book sale, crafts, and games.
 - Each of the PWRL Mini Library locations have Halloween activities planned. The Library will participate and provide the children bookmarks and candy. Harveyville will have “Trunk or Treat” in the evening. The other Mini Library locations have planned Halloween costume parades.
 - The 2018 PWRL Service calendar is in the process of being finalized. Copies of the calendar will be ready for the Board’s consideration at the November Board meeting. As part of the planning process, it has been decided that in the new year, the Branch/Mini Location rotation partners will be changed in order to provide the Mini locations with access to a different and new selection of items as part of their regular monthly rotation.

- On October 11, Judith received an email from the owner of the building housing the PWRL Alma Branch Library inquiring about a delinquency in the monthly rental payments. Judith was able to resolve the misunderstanding of the terms of the lease agreement that was renewed for that location in 2012 by referring to correspondence from that time between her and the building owner. The owner was satisfied with this and agreed that the library is current on all payments.
- The owner of the building housing the Onaga Branch Library has made plans to paint the interior of the building over the long Veterans' Day weekend in November. Because the Onaga Branch Library is closed on Thursdays, the painting has been scheduled November 9-12.
- The Onaga Lions' Club made a much appreciated donation of \$708.54 to the PWRL Onaga Branch Library. The library was able to purchase a 4'x8' bulletin board for the children's area, a small side table, and two leather chairs to create a comfortable seating area at this location.
- Orders for materials to support the 2018 Summer Reading Program are being prepared now. Judith gave Board members the opportunity to place their personal orders for t-shirts, etc. Staff and Board members will place their orders through the Library and then will reimburse the Library once merchandise is received early next year.
- STAFFING: As of October 16, Colette Goldade, former St. Marys Assistant Librarian, has moved into the recently vacant position of Processing Clerk. In addition to this transition, Emily Palmeri has been moved from her position as a part-time St. Marys Assistant Branch Librarian to fill the full-time St. Marys Assistant Branch Librarian position, and Caitlin Santacroce has been rehired as the part-time Assistant Branch Librarian at St. Marys.
- Various illness and accidents have occurred to the library staff and their families. Joyce Mathis, Alma Branch Librarian, has been out taking care of her husband during his recent illness. Becky Avery, Olsburg and Westmoreland Substitute, is attending to her husband who was recently injured in a horse accident. Laura Turner, Olsburg Substitute Librarian is scheduled to be out due to health reasons in November. Elizabeth will cover Laura's hours at Olsburg on November 9.
- UNFINISHED BUSINESS:
- KLA Conference – Wichita – October 25-27, 2017:
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.
- NEW BUSINESS:
- Kansas Reads to Preschoolers - November 12-18, 2017:
Kansas Reads to Preschoolers will take place November 12-18, 2017. In preparation of this year's selection, *The Napping House* by Audrey Wood, the library has assembled programming materials such as coloring pages, flyers, bookmarks, etc. Each PWRL location has a copy of the book for circulation and another, given by the State Library of Kansas, to give away during the event.
- LIBRARY HOLIDAY HOURS: Sandie Jensen moved to allow all PWRL locations to close at 3 PM on November 22 in observance of Thanksgiving. Deb McClain-Williams seconded the motion and the motion carried.
- BOARD MEETING DATES FOR 2017: The next Library Board meeting will be held on Wednesday, November 29, 2017 at 5:30 PM at the St. Marys Headquarters Library.
- ADJOURNMENT: Sandie Jensen moved to adjourn the meeting. Paulette Simecka seconded the motion and the motion carried. The meeting was adjourned at 6:00 PM.



Chairman



Secretary