

DERBY PUBLIC LIBRARY
BOARD OF TRUSTEES
February 22, 2023

Call to order: Meeting called to order by Danielle Gabor at 6:30 pm.

Roll Call: Danielle Gabor, Kyle McCaskey, Dustin Sharp, Susan Topping, Betty Wilken and Randy White were present. Eric Gustafson, Library Director and Tami English, Office Manager were also in attendance. Jamie Hollon and Gabe McKeever absent.

Approval of Agenda: Motion to approve agenda as written was made by Dustin Sharp and seconded by Betty Wilken. There was a unanimous vote to approve.

Public Forum: None

Approval of Minutes of January 25, 2023 meeting: Betty Wilken moved to approve the minutes as written and the motion was seconded by Susan Topping. Motion passed unanimously.

Correspondence and Communications: None

Financial Reports: Eric Gustafson shared January's financial reports.

Motion to approve the Financial Reports was made by Kyle McCaskey and seconded by Susan Topping. There was a unanimous vote to approve.

Director's Report:

The library visitors statistics now include the use of a drive-thru counter to track visitors to the drive up window during open hours. This addition will allow us to analyze peak traffic times.

We are seeing a resurgence of services and programming utilized by our patrons. In addition, the library has seen a 75% increase in passport applications per month. Staff is doing a great job at handling them. Director Gustafson shared plans to reward staff for excellent service during high volume months.

The library will be hosting the Academy Award Short Films on March 7 and March 10 in partnership with the Wichita Public Library.

On March 11, the Big Read begins. The library will be gifting patrons books donated by the Friends of the Library. This year's title is "Can't We Talk about Something Pleasant," a memoir about caring for aging parents. We will host events in March and April as part of the program.

The library is hosting a state-wide catalog software symposium on February 23. Director Gustafson will be presenting at the event.

The City Network has been restored and our payroll access has been restored.

We have received memorials for Gerald Brownlee (\$95) and Eileen Clark Keith (\$25). We also received the final sponsorships for 2022 Christmas in the Park from Don Hattan in the amount \$2431.25.

Tile has been installed at the coffee station closest to the patron computer lab.

The library audit has been completed with no issues.

Committee/Special Reports:

❖ Arts Council:

- *Other Worlds* in the Gathering Space Gallery concludes on February 28.
- *Perception*, a photography exhibit by Tiana Pedersen hangs in our High Wall Gallery. Pedersen became interested in photography when she was enrolled in Photojournalism as an elective course at Derby High School. The instruction she received from Mrs. Chadwick and the continued guidance shown by Mr. Godderz in an Advanced Photography course helped cement her interest and skills. Currently Ms. Pedersen studies Graphic Design at Butler Community College. Her show will be available to view through March 12.
- Coming to the library in March, *Creativity Starts Here*, an art show featuring students in grades K-3rd from Derby's USD 260, Faith Lutheran and St. Mary. The show will be featured as part of Third Thursday, March 16, with an artist reception at the library from 5:30 to 7 pm.

Unfinished Business:

- Outdoor Area – we are eagerly waiting to hear if our grant application has been accepted.

New Business:

- Internet Policy – 3 year review. Director Gustafson shared the library internet policy in accordance with state statute for the Kansas Children's Internet Protection Act. Discussion.
- Mayor Randy White presented Director Eric Gustafson with a Challenge Coin in recognition of Gustafson's excellent service and efforts over the years. Mayor White stated Gustafson is a class act and acknowledged both excellent staff and services provided by the Derby Public Library.

Executive Session: None

Adjournment:

- Motion to adjourn the meeting was made by Susan Topping, seconded by Betty Wilken. There was a unanimous vote to approve.
- Meeting adjourned at 7:30 pm

Minutes Approved March 22, 2023