

DERBY PUBLIC LIBRARY
BOARD OF TRUSTEES
April 26, 2023

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

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

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

Public Forum: None

Approval of Minutes of March 22, 2023 meeting: Kyle McCaskey moved to approve the minutes as written and the motion was seconded by Dustin Sharp. Motion passed unanimously.

Correspondence and Communications: None

Financial Reports: Eric Gustafson shared March's financial reports. Discussion. Kyle McCaskey asked about a new ad contract for the Derby Plaza Theater and Director Gustafson confirmed that the library has an agreement with the new company and an ad is already in place.

Mayor White asked about the 5 year financial status of the library and Director Gustafson explained the library and city plan moving forward.

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

Director's Report:

In celebration of the library's 65th anniversary, the library created a puzzle hunt contest. Pieces of the puzzle have been hidden throughout the city in locations associated with the library. Returned pieces are placed within a frame to reveal a painting of the library's history in Derby.

Summer Reading begins the day after Memorial Day. Youth Services department will begin school visits to promote enthusiasm for summer reading.

Adult programming participation is growing with DIY and craft programs.

We have received memorials at the library for Jan Smith (\$320), Howard Haase (\$10,000) and Gerald Brownlee (\$155). Verdou Parish's family donated several commemorative plaques given to Helen and Verdou Parish for their support of the library.

BRG has installed new clocks throughout the library and replaced the city's transmitter with a new one located in the library's server room.

Kathy Klein is our new part time Public Support Services Assistant.

The Personal Library program has replaced Reachout in the Statistics and participation has increased significantly.

Mayor White asked about the status of the mobile library (Book Bike) and Director Gustafson confirmed that it should be available this summer. Kyle McCaskey asked about Amnesty Month. Director Gustafson reported that many patrons were taking advantage of this program to return their lost items and have fines forgiven.

Committee/Special Reports:

❖ Arts Council:

- The youth art show is closing at the library on May 5th. Look for Wichita Women Artists to show in the Gathering Space Gallery and Matthew Thonen to show in the High Wall Gallery mid-May. Their art will be on display for May's Third Thursday events as well as a reception honoring them will occur on June 15 from 6-7:30 pm.
- Additionally, the DAC is sponsoring a Plein Air Paint Out at Warren Riverview Park as part of the May 18th Third Thursday. Professional Artists are being invited to paint outdoors and share their painting process with the public.

Unfinished Business:

- Outdoor Area – Update: We are waiting for news.

New Business:

- Library cubicle/workspace plan: Eric Gustafson discussed a plan to provide additional workspace areas for staff needed to perform their assigned tasks. Discussion comparing quotes from John Marshall, Pure Workspace Solutions and Encompas.

Motion to approve library cubicle/workspace plan proposal from John Marshall from the Capital Improvement Fund not to exceed \$25,000 was made by Mayor White and seconded by Kyle McCaskey. Motion approved unanimously.

Executive Session: None

Adjournment:

- Motion to adjourn the meeting was made by Mayor White, seconded by Dustin Sharp. There was a unanimous vote to approve.
- Meeting adjourned at 7:18 pm

Minute Approved May 24, 2023