

**DERBY PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**August 23, 2023**

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

**Roll Call:** Danielle Gabor, Gabe McKeever, Dustin Sharp, Susan Swaney and Susan Topping were present. Eric Gustafson, Library Director, Hannah Adamson, Youth Services Coordinator also attended. Jamie Hollon, Kyle McCaskey and Mayor Randy White were absent.

**Approval of Agenda:** Dustin Sharp moved to approve the amended agenda to add new business - new salary study. Motion seconded by Susan Topping and passed unanimously.

**Public Forum:** None

**Approval of Minutes of July 26, 2023 meeting:** Susan Swaney moved to approve the minutes as written. Motion seconded by Dustin Sharp. Motion passed unanimously.

**Correspondence and Communications:** Eric Gustafson received an email from Denise Craig, a member of the Joyful Page Turners book club that Linda helped found, with a thoughtful tribute to Linda Voth.

ByWater Solutions has awarded Eric Gustafson "Librarian of the Month" not only for his work with the creation and day to day of our library consortium, but especially for hosting the KOHA symposium in Derby back in June. They wanted to recognize his efforts for bringing members together to learn more about open-source products while giving them the opportunity to share their experiences. Danielle Gabor made the presentation of award.

**Financial Reports:** Eric Gustafson shared July's financial reports. The budget committee met in July and discussed the budget that will be presented in new business.

Gabe McKeever moved to approve the Financial Reports. Susan Topping seconded the motion, which approved unanimously.

**Director Report:**

Adult programs, i.e. yoga, library lounge and mental health skills for adults, are seeing good participation.

Passport applications have been strong in August.

Our book bike rode out to three events in August. Patrons have checked out items from the bike. The response from the community has been very positive.

Our staff cubicle project is complete. Staff and the Friends of the Library are happy with their workstations.

The memorial established for our former coworker, Linda Voth, will likely reach \$2500.

The High Wall Gallery's blue wall was freshly painted.

We have a new coffee maker for patrons by the computer lab. Our old unit had been repaired numerous times, but no longer could be fixed. This new machine allows us to continue to offer patrons free coffee when they are in the library.

Emily Trogdon was hired as our new Public Support Services Assistant. Her first day is August 28.

### **Committee/Special Reports:**

- Arts Council:
  - Gathering Space Gallery: Steve Marler and Barney Tull share 81 photographs taken over the last 10 years in "f-Stop Perspective." Marler specializes in wildlife photography and has an amazing ability to capture photographs of birds, mammals, insects and more. Tull describes himself as a street photographer and loves to find the quiriness in both nature and humanity. An art reception featuring the artists is September 21 from 6-7:30pm.
  - High Wall Gallery: The library's newest High Wall art exhibit features Derby artist, Jeffrey Gowen. "Flabbergasted" is his first solo art show and a tribute to his love for animals. His paintings will be on display in the High Wall Gallery until September 24 during the library's open hours. His show is also a stop on September's Third Thursday's art and music event.
  - Lastly, DAC and Hannah Adamson, representing the library, participated in Third Thursday in August. Hannah rode the book bike out to Warren Riverview Park. Patrons checked out books and were provided a take-it-craft at the event. DAC facilitated a community art project with Robin Turnmire, artist. Visitors painted a canvas, which will hang at the library soon. Plein Air painters also attended the event at the invitation of the DAC.

### **Unfinished Business:**

- Outdoor Area – We have news from the grant administrators from Kansas Parks and Wildlife! Derby Library was awarded \$363,000. Next steps involve signing and processing paperwork, meeting the architect and finalizing plans for bid of the project. We are also exploring additional funding sources and grants.

### **New Business:**

- Salary Survey: Director Eric Gustafson is performing new salary study for all staff in cooperation with the City of Derby.
- 2024 Library Budget: Changes from the 2023 to 2024 Budget include:
  - Increased income will come from a valuation increase, moving to a SCKLS major service center 2, projected increased funding from passport applications and consortium reimbursements.
  - Expenses are budgeted to increase 25% for Books-on-CD (costs), 21% increase to digital (demand), 25% increase to Arts Council (six Third Thursday events), 33% Miscellaneous (advertising/staff enrichment), 25% Printing (color copies), 7% Programming (supplies), Supplies (expenses) and 23% (computer lab/digital signage).

Susan Topping moved to accept the 2024 Library Budget as written. Motion seconded by Dustin Sharp and approved unanimously.

**Executive Session:**

Dustin Sharp moved the Board of Library Trustees into Executive Session to discuss the Library Director's Evaluation pursuant to the non-elected personnel matter exception. The open meeting resumed in the Frank Fanning Room at 7:15 p.m. Susan Swaney seconded the motion, which passed unanimously. No binding action was taken.

**Adjournment:**

- Susan Topping moved to adjourn the meeting. Dustin Sharp seconded the motion. There was a unanimous vote to approve.
- Meeting adjourned at 7:30 p.m.

Minutes Approved September 27, 2023