
DERBY PUBLIC LIBRARY

BOARD OF TRUSTEES

February 26, 2025

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

Roll Call: Cheryl Bannon, Danielle Gabor, Jamie Hollon, Dustin Sharp, Susan Swaney and Susan Topping were present. Eric Gustafson, Library Director, Hannah Adamson, Assistant Library Director, and Tami English, Office Manager, also attended. Gabe McKeever and Mark Staats were absent.

Approval of Agenda: Dustin Sharp moved to approve the agenda as written. Seconded by Jamie Hollon, the motion approved unanimously.

Public Forum: None

Approval of Minutes for January 22, 2025 meeting: Dustin Sharp moved to approve the minutes as written. Susan Topping seconded. Motion approved unanimously.

Approval of Minutes for February 6, 2025 meeting: Susan Topping moved to approve the minutes as written. Dustin Sharp seconded. Motion approved unanimously.

Correspondence and Communications: None

Financial Reports: Eric Gustafson presented January 2025's financial report, noting that this is the first month using the new Quickbooks online software. Discussion.

Cheryl Bannon moved to approve January's financial report. Susan Swaney seconded. Motion approved unanimously.

Director Report:

Statistics: Gustafson noted that the library is seeing a shift from physical audio materials to digital formats. Last month we saw approximately 1000 physical checkouts of audiobooks whereas digital content saw +7000. Costs are changing dramatically due to the change in format and availability. We have recently canceled our Playaway standing order plan and our quarterly book-on-cd plan due to the reduction in checkouts. Wonderbooks continue to thrive in the children's market.

The library once again hosted the Academy Award Short Film series in collaboration with Wichita Public Library.

Alyssa Larue, Senior Youth Services Assistant, conducted an outreach teen writing challenge with the Sedgwick County Juvenile Residential Facility and had 4 teens finish the challenge. She plans to continue the program.

We launched 3 TV screens in the lobby to promote library programs and services. The software is being tested and will be fully operational soon.

The Harry Pickens Memorial received a \$100 contribution.

Our facility has several projects in the works. Our full roof replacement is scheduled in March. The city is conducting a building control study which will lead to better efficiency and control at the library.

The library closed for a snow day on February 18.

Committee/Special Reports: Arts Council

- Gathering Space Gallery – Kansas Academy of Oil Painters (KAOP) concludes in early March. We will next feature Derby High School students works in clay, photography, air brush and paint. An artist reception is scheduled for April 17, Third Thursday, from 5:30 to 7 pm.
- High Wall Gallery – Local artist, Pam Hayes will be sharing her alcohol ink art with us in March and April. Her show is about embracing the "letting go" aspect of the medium, allowing the inks to flow and blend in unexpected ways, resulting in landscapes that are both visually stunning and emotionally evocative. "Not knowing what might happen, or letting go, is helpful in achieving a freer or more impressionist style in my work," says Hayes. Handpan Dan will play live at her reception on April 24 from 6-7 pm.

Unfinished Business:

- Outdoor Area – A kickoff meeting for the project was held today. Equipment will be delivered tomorrow and a ground breaking ceremony will occur next week. The outdoor park includes repairs to drainage issues on the north side of the building. Friends of the Library have applied for a mural grant.

New Business:

1. Library Annual Report: Gustafson presented the annual report he previously presented at City Council. "Things are going well at the library and we plan to ensure it continues for years," said Gustafson.
2. Material Selection Policy: This policy was last revised in 2010. Changes to the policy include striking sections no longer used, removing computer software due obsolescence, removing redundancies, and updating procedures for purchase and replacement.

Cheryl Bannon moved to approve the amended 2025 Material Selection Policy. Dustin Sharp seconded. There was a unanimous vote to approve.

Adjournment:

Cheryl Bannon moved to adjourn the meeting. Susan Topping seconded. There was a unanimous vote to approve.

➤ Meeting adjourned at 7:40 p.m.

Minutes Approved March 26, 2025