DERBY PUBLIC LIBRARY
BOARD OF TRUSTEES
August 28, 2019

Call to order: The meeting was called to order by Melanie Turner, Chair at 6:32 pm.

Roll Call: Don Blake, Kyle McCaskey, Gabe McKeever, Kristin Sen and Melanie Turner were present. Eric Gustafson, Library Director, Debbie Thomas, Assistant Director and Tami English, Office Manager, also attended. Linda Hezlep, Betty Wilken and Randy White were absent.

Approval of Agenda: Don Blake moved to accept the agenda as written. Motion was seconded by Kristen Sen and passed unanimously.

Public Forum: Don Blake shared that he was approached by a citizen concerned for the safety of individuals walking from delivery door to parking lot and crossing drive-though. Eric shared that delivery entrance is not meant to be primary entrance for staff. Eric will address visibility study and remind staff to be cautious when crossing drive-through.

Approval of Minutes of July 24, 2019 meeting: Kristin Sen moved to accept the minutes as written. The motion was seconded by Don Blake and passed unanimously.

Correspondence and Communications: None,

Financial Reports: Eric shared the July 2019 financial report with the Library Board. 2019 Budget will be revised this fall due to the addition of books and materials being purchased for the OAC branch. Gabe McKeever moved to approve the financial report. Kristin Sen seconded and the motion was approved unanimously.

Director's Report:

Statistical reports now include numbers for Derby patrons checking out eBooks and Audiobooks from Kansas State Library. This month's statistical reports include all checkouts from January – July to ensure end of year is accurate.

Summer Reading was very successful this year. Registrations of both adults and youth were up from the previous year. We had approximately 300 adults and 3500 youth participate in the library program.

The Friends of the Library Annual Book Sale was a big success with almost $2500 in revenue. The Friends group donated $464 for the purchase of 50 Big Read books. These will be given away in October.

A 75" TV was installed in the teen area to provide programming and gaming opportunities for teens.

We are in the process of replacing the in-ground lights at the flag pole.

This month, we added new staff members. Linda Roberts was hired as our new part-time library assistant and Annisty Johnson was hired as our new page. Blayne Chansler has been interning as a library page as part of a workplace readiness program.

Committee/Special Reports:

❖ Arts Council:

- The Gathering Space Gallery features 23 photographers from the Derby Photo Club. "Picture This" is a juried show due to space constraints. The show has 112 pieces focusing on landscapes, abstracts, portraits and more. An artist reception will be held on Friday, October 4 from 6 – 7:30 p. m.

  The Club meets at the library on the first Monday of the month in the Frank Fanning Room. They welcome everyone to come take a look at photography from beginners to professionals. The club is a free opportunity for residents to take a look at the art of photography.

- Linda Smith, Derby resident, is featured in the High Wall Gallery. She shares 18 watercolor paintings of places and things she has seen in New Mexico and Kansas.

Unfinished Business:

Sound Dampening: Sound dampening lights have been installed in all 3 study rooms. Shelf panels are up in the teen area as well. Additional sound dampening products will be installed at a later date.

New Business:

1. None

Executive Session: A motion was made by Don Blake to go into Executive Session at 7:10 p. m. to discuss personnel matters not to exceed 30 minutes. Motion seconded by Gabe McKeever and approved unanimously.

Executive Session ended at 7:25 p. m. No binding action was taken.

Adjournment: Kyle McCaskey moved to adjourn and Don Blake seconded. Motion carried. Meeting adjourned at 7:26 pm.

Minutes Approved September 25, 2019