

Port Library Board Minutes
February 7, 2011

Port Library Board meeting was called to order at 5:30 . Trustees present were: Jeri Bates, Rick Larson, Connie Kopsa, Verlin Kolman, Kitty Wagner, and Sally Williams. Library director, Rachel Malay, was also present.

Minutes from the last meeting were read. Rick Larson moved and Craig Cousland seconded that we approve the minutes as read. Motion carried.

The financial report was reviewed. We talked about what to do with CD's when they come due so they would be more readily available if/when we needed them. Possibilities were rolling over to a savings account or changing the terms. There is a Farmway Credit Union CD #31417 in the amount of \$95,085.67 coming due shortly. Connie Kopsa moved and Jeri Bates seconded that when the CD comes due we move the amount to a savings account. Motion carried. Rick Larson moved and Jeri Bates seconded to approve the financial report and pay all bills. Motion carried.

The director's report was reviewed. Regularly scheduled activities are continuing. Because of bad weather the library was closed January 10th and closed early January 19th. Story Port started with only 1 child signing up. This year enrollment will be open the entire length of Story Port so other children will be able to join. Port Library friends met and elected officers, passed a draft of their bylaws, and planned another meeting for February 14.

An article was put in the newspaper regarding automation closings. Library celebrated Kansas' 150th birthday by publishing a Kansas quiz in the paper, asked trivia questions on Facebook and gave out a prize for correct quiz answers. The winner was RaeJean Weston.

Rachel went over the technology plan for 2011. She also talked about grants we have been wanting to know about that we might be interested in applying for.

Under new business, accounting for the new building funds was discussed. Everyone was in agreement that it would be better to keep the accounting for those funds separate from other library funds. Marla Evert, Administrative Assistant/Adult Services Librarian, will be willing to take care of it. The person handling the funds should be bonded. Instead of Marla having to be bonded, she will do the accounting and funds will be put into and used from the general checking account. The two board members who sign checks from the general checking account are already bonded. Connie Kopsa moved and Craig Cousland seconded that Marla Evert will do the accounting for the new building funds. Motion carried.

We went over the new building floor plans and everyone was given a chance to make comments. We will also be able to add on to the building to the north. It was previously thought the underground tunnel in that vicinity would prevent building in that area, but were told it wouldn't in an e-mail from Donnie Marrs. We are trying to figure out where we might put an outside book drop. At this time there is no real good solution.

The comment was made from a board member that the library board hadn't been included on the Public Building Committee.

Jerry Bates moved and Rick Larson seconded we adjourn. Motion carried and meeting was adjourned at 6:45.