

Arkansas City Public Library

Board of Trustees Meeting
7:00 P.M., February 13th, 2017
Minutes

- I. Call to Order & Roll Call
 - A. Blanche called the meeting to order at 7:00 p.m. Members present were Kammy Downs, Mitch Reichle, Blanche Schmidt, Kayleigh Lawson, Duane Oestmann, Marilyn Stout, Jerry Hooley, and Mendy Pfannenstiel Arkansas City Public Library Director
- II. Approval of January Minutes were tabled for next month.
- I. Executive Session: Non-Elected Personnel
 - A. Jerry made a motion to enter executive session for matters of non-elected personnel for a period of 20 minutes. Marilyn seconded and the motion passed.
 - B. The Board entered executive session at 7:03 and left executive session at 7:23. Duane made a motion to approve entering into mediation with a current employee insurance claim and to allow Mendy, as Director, to make a final settlement determination. Mitch seconded and the motion passed.
- II. Reports
 - A. Director's Report
 - i Mendy discussed updates on issues concerning the facilities/grounds, special projects, and grants.
 - B. Treasurer's Report
 - i Mitch gave the treasurer's report for both December 2016 (year-end) and January 2017. Kayleigh made a motion to accept both reports. Kammy seconded and the motion passed.
- III. Unfinished Business
 - A. Windows Update
 - i The Board revisited the option of using film on the windows but decided that going with the wood replacements was still the preferred route.
 - B. Makerspace Bids
 - i The Board reviewed three bids on the construction of cabinetry and installation for the new Makerspace room. Mitch made a motion to choose and accept the bid from Hinson Construction. Marilyn seconded and the motion passed.
- IV. New Business
 - A. Strategic Plan Update
 - i Mendy updated the Board on the progress of the Strategic and Technology Plans.
 - B. Bed Bug Policy

- i The Board reviewed a new policy concerning bed bugs but would like to table approval upon adding a provision that the library will not be held accountable by patrons if they were to check out a book that does contain any infestation.

C. Branding/Logos

- i Kammy made a motion to approve two new logos for the Library. Marilyn seconded and the motion passed.

V. Announcements

- A. The next Board meeting will be March 13, 2017.

VI. Adjournment

- A. There being no further business, Duane made a motion to adjourn the meeting. Kammy seconded and the motion passed.