

**ARKANSAS CITY PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**7:00 PM, Monday, May 8th, 2017**  
**Minutes**

**I. Roll Call**

Members present were Melissa Paton, Jerry Hooley, Blanche Schmidt, Mitch Reichle, Mendy Pfannenstiel Arkansas City Public Library Director and Historical Preservation Board were present

**II. Approval of Minutes**

Melissa made a motion to approve the April minutes. Jerry seconded. Motion to accept the minutes passed.

**III. Reports**

**a. Director's Report**

\* Personnel: During the last inservice meeting, staff painted and cleaned the MakerSpace room. Next inservice is May 26 and will be covering Summer Reading Program and mini-training sessions for software and procedures.

\*Facilities & Grounds: Many leaks have been found lately from a clogged drain to multiple windows. MakerSpace Room is looking nice.

\*Budget: The initial 2018 Budget request for the City is being prepared. No notification has been sent.

\*Special Projects / Grants: Microfilm digitization is complete and content is now online. An application has been submitted for the SCKLS Automation Grant.

\*Public Relations: ACPL's Facebook page has 1249 and two (2) emails were sent in April.

**b. Treasurer's Report**

The Treasurer's Report was tabled to next meeting.

**IV. Unfinished Business**

**A. Windows: Discussion Item**

Wood, vinyl, film specifications on windows were needed. Per recommendation of the Historical Preservation Board, ACPL needs to look into specifications of windows (ie thickness/weather stripping, etc). It was suggested that an architecture or engineer have input and identify what is causing leaks/drafts. Historical Preservation Board suggested a construction company that specializes on older buildings. Also suggested what windows would be approved or not approved; what state tax credits are available; and available grants. Historical Board Preservation prefers to repair and restore original wood window first.

**V. New Business**

**A. New Library Building: Discussion Item**

Need more information

**B. Election of Board Officers**

Mitch Reichle- Treasurer  
Kayleigh Lawson- President  
Blanche Schmidt - Vice President  
Melissa Paton- Secretary

**C. Summer Reading - Discussion Item**

Begins June 1st for sign up. Calendar presented of upcoming events.

**7. Adjournment**

Melissa made the motion to adjourn the meeting. Melissa seconded. Motion passed, and the meeting adjourned at 8:07 PM.