

**Library Board Meeting
Minutes
Monday, April 8, 2013
7:05 PM**

1. **Attendance:** Dan Funke, Christy Gable, Alexis Vincent, Jan McCrary, Kendra Mork, and Jo Walters. **Absent:** Tammy Carlyle and Denise Omli.
2. **Approval of the Agenda:** Alexis makes a motion to approve the agenda as presented, seconded by Jan. Approved 5/0.
3. **Minutes of Regular Meeting March 11, 2013:** Jan makes a motion to approve the minutes from the March 11th meeting, seconded by Alexis. Approved 5/0.
4. **Correspondence and Communication:** The Board received a letter from Tammy Carlyle informing of her resignation from the Board effective immediately. The letter was read aloud and recorded as read.
5. **Librarian's Report**
 - a. Spring Break helped boost number last month. There were over 1,000 people that came into the library. Children's numbers have gone down, but that is attributed to story time coming to a close until summer begins. The new William Allen White books have been released.
6. **Financial Report:** Christy makes a motion to approve the financial statements as presented, seconded by Jo. Approved 5/0.
7. **Old Business**
 - a. **Hiring Guidelines:** Dan would like the committee to go back and relook at the proposed pay scale to see where the employees fit on it, and make any adjustments as needed. Kendra also suggested a paragraph explaining how the spay scale works and when raises will be distributes, etc.
 - b. **Sign for the Library:** The library received two bids for and LED sign to be placed by the driveway. The bid from Luminous Neon, Inc. for a 29" x 75" LED sign was \$25,222.39. The LED Sign Co. provided a bid for two different size signs. The first was for a 44" x 94" LED sign for \$20,490 and the second was for a 55" x 94" sign for \$16,890. After much discussion the Board decided to go with LED Sign Co. and Christy made a motion to accept the bid for the 44" x 94" LED sign for \$16,890 according to the terms stated in the bid, seconded by Jan. Approved 5/0.
 - c. **Inside Book Drop:** The book drop has been orders and should be ready to install in the next couple of weeks. Kendra will see if the city can remove the shelving unit blocking where the book drop will be put in.
8. **New Business**
 - a. **New Board Members:** The Library Board was introduces to the two candidates that put in their name for consideration. Jan makes a motion to accept Tammy Carlyle's resignation from the Board, seconded by Alexis. Approval 5/0. Christy makes a motion to send the recommendations to the City Council, seconded by Alexis. Approved 5/0. Becky Phillips and Sher French will have their names recommended to the City Council at the next meeting for approval.
 - b. **Election of Officers:** The recommendations from the committee are: Alexis as Secretary/Treasurer, Denise Omli as Vice President, and Dan Funke as President. Jan makes a motion to accept the recommendations of the committee for new officers, seconded by Christy. Approved 5/0.

New papers will need to be signed at the First National Bank of Hutchinson. Current signers leaving office are Janice McCrary and Christine Gable. New signers are Denise Omli (Vice- President) and Alexis Vincent (Secretary/ Treasurer). Dan Funke (President) will remain as a signer. Kendra Mork (Director) will also be listed as a Non-signer on the account but has the authority to make inquiries about the account.

9. Executive Session: Christy makes a motion to go into executive session for 5 minutes to discuss non-elected personnel. In to executive session at 8:12, out at executive session at 8:17. No binding action was taken during executive session. Alexis made a motion to approve the raise as recommended, Jo seconded. Approved 5/0.

10. As May Be Presented:

- a. There was discussion about outgoing Board members. Jan made a motion to allow the library to purchase a book of the outgoing board member's choice to be placed in the library with their name in the book, seconded by Alexis. Approved 5/0.
- b. **Sunday Hours:** There was a discussion of Sunday hours and how it has been working for the library. Christy made a motion to extend the trial of Sunday hours for another year and look at them again in April 2014, seconded by Alexis. Approved 5/0.

11. Adjournment: Jan makes a motion for adjournment, seconded by Alexis. Approved 5/0. Adjourned at 8:32.