

Goddard Public Library Board Meeting Agenda
March 8, 2021 @ 7:05 pm
Join Zoom Meeting

<https://us02web.zoom.us/j/84585204765?pwd=S3ZDY2tlcmU1FhN2Rla2M5cndCUT0>

9

Meeting ID 845 8520 4765

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes of Regular Meeting February 8, 2021
4. Citizen Comments
5. Correspondence and communications – PLA III; Humanities KS; Courier
6. Director's Report
 - a. Circulation Report
7. Financial Report – report on January change
8. Old Business
 - a. Committees
 - b. Friends/Foundation update – are meeting the 3rd Wednesday of each month @ 6 pm – sponsored two Early Literacy Multisensory Kits, wrote a check for Beanstack, made a plan for Book/Bake sale.
 - c. City updates
9. New Business
 - a. Weather Closure Policy
 - b. Early Literacy Multisensory Kits
 - c. Parliamentary Procedure clarification – Vickie
 - d. Book Talk
10. As may be presented

*Next meeting is April 12, 2021.

PLEASE CALL THE LIBRARY 794-8771 IF YOU CANNOT ATTEND OR E-MAIL:
director@goddardlibrary.com

Goddard Public Library Board Meeting Minutes - Draft
February 8, 2021 @ 7:05 pm

1. **Roll Call:** 7:05 The Library was closed due to inclement weather. The meeting was held via Zoom. Attendees were: April Hernandez, Frank Petsche, Lisa Coyne, Lisa Fouts, Margo Rakes, Stephanie Mount, Lisa Stoller, and Sherry Lauer. Vickie Luthi and Tamara Judd were absent.
2. **Approval of Agenda:** Lisa F. made a motion to approve the agenda. Lisa C. seconded the motion. Motion carried 7 - 0.
3. **Approval of Minutes of Regular Meeting January 11, 2020:** The January Minutes were approved.
4. **Citizen Comments:** None
5. **Correspondence and Communications** – Rainbow Library, Humanities Kansas, KLA Leadership Grant
 - We received free books with LGBTQ Titles for teens and young adults from the Rainbow Library.
 - We are one of 15 partners across the state with Humanities Kansas. April applied and it will be announced in the Goddard Glance. There are historical stories that patrons can call on the phone and hear, free of charge, through this program.
 - April will be attending (virtually) leadership sessions hosted by the KLA Leadership Grant for the next six Tuesday mornings.
 - The Public Library Association surveyed on how to run intern programs. We might get a grant to pay a student from the Goddard Academy to do an internship with us. Hopefully, it will be a student interested in technology.
 - The Goddard Lion's Club donated the funds (\$315) for the purchase of the William Alan White books for the year.
 - The Goddard Veterinarian Clinic donated \$200 for the summer reading program.

6. Director's Report

a. Circulation Report: We are down some from last year but not alarmingly so. The pandemic is still keeping visits to the library limited.

b. Adult Paint Nights are very popular but there are people picking up the kits and not participating in the virtual parties. Some are coming from other cities to get free paint kits. There are also adults that are including their children. We have activities for children but this activity is meant for adults only. We are going to work on communicating what this is meant to be and will require that participants have a library card from our library.

c. The Library App should be ready to go around May 1st. The Friends and Foundation of the Library is paying for this for us.

d. Disc Golf Bags: The potential purchase of five disc golf bags for checking out was discussed. We want to have maps of the course available in the Library for patrons. We would advertise these bags at the 5 day, 24 hour baseball tournament at the end of July, in Goddard. We think visitors here for that event will be interested in other activities in the near vicinity, in their down time. We want to keep their entertainment dollars in Goddard. April is going to get some expert advice on what should be included in the bags and how much they will cost. The bags will hopefully inspire local interest in the City's new disc golf course.

e. StoryWalks: There are new brochures that highlight the StoryWalks at Tanganyika and Linear Park.

f. Board Member Vacancy - The Board was given a copy of the application for a new Board member. Margo moved to approve Kate Morgan as our newest Board member. Sherry seconded the motion. Motion passed 7 – 0.

g. Community Garden Grant - April applied for a grant to start our community garden and got some local organizations to write letters of support. We should hear if we will receive the grant in March.

7. Financial Report: We spent some extra money on Beanstack and the Library App but the Friends and Foundation will be reimbursing us for those. April is working to spend the last of the funds from the \$2,500 Story Walk Grant and will turn in those receipts.

8. Old Business

a. Patron Annual Survey – 10 responses. It is difficult to get responses when there is so little traffic in the library. We are going to look into doing it differently going forward.

b. Friends/Foundation Update – the group is meeting the 3rd Wednesday of each month @ 6 pm. They approved our two funding requests for Beanstack and the Library App for a total of \$1,215 and will be coordinating the Book/Bake Sale in May.

c. City Updates: April is trying to get a meeting scheduled with the City Manager but he has not responded to her email.

d. Circulation Desk Remodel – completed. Patrons and Staff can now clearly see each other when Patrons enter the library. The lower counter is much better for Patron interaction.

e. Committees – This discussion was tabled until the Board President can be present.

9. New Business: Transfer to Capital Improvement – Now that the City payments have begun for 2021, extra funds in the general fund were moved to Capital Improvement.

10. As may be presented – Lisa F. reported that she is still getting the bank statements mailed to her house and she hasn't been Treasurer since July. It was decided that the statement that is mailed to the Library is sufficient so April will make that request of the bank.

11. Adjournment: Frank made a motion to adjourn the meeting at 7:46. Margo seconded the motion. Motion passed 7 - 0.

***Next meeting is March 8, 2021.**

**PLEASE CALL THE LIBRARY 794-8771 IF YOU CANNOT ATTEND OR
E-MAIL: director@goddardlibrary.com**

March Humanities Hotline Features Women's History Topics

"Tracy Quillin" [tracy@humanitieskansas.org]

Sent: 3/2/2021 1:34 PM

To: ""Lisa Slavin"" <lisa.slavin@ottawalibrary.org>, ""Jessica Gagnon"" <cpldirector@sktc.net>, ""WPL Info"" <info@wamegopubliclibrary.com>, ""Wendy Moulton"" <wmoulton@abilenelibrary.org>, ""Kristin Soper"" <ksoper@lawrence.lib.ks.us>, ""Brandon Hines"" <bhines@hayslibrary.org>, ""Pamela Tuller"" <Pam.Tuller@finneylibrary.org>, ""Erendira Jimenez-Gonzalez"" <Erendira.JimenezGonzalez@finneylibrary.org>, ""Sarah Fizell"" <sarah@artstopeka.org>, ""Robin Newell"" <newellr@emporialibrary.org>, ""director@goddardlibrary.com"" <director@goddardlibrary.com>, ""Pat Hart"" <director@nortonpubliclibrary.org>, ""Donna P"" <donna@jclib.org>, ""adultservices@apl.kscoxmail.com"" <adultservices@apl.kscoxmail.com>, ""Ronda Hassig"" <lmcrhassig@gmail.com>, ""Kristin Martin"" <kmartin@worldtreasures.org>

Greetings, Humanities Hotline Partners!

Happy March! Thank you to a successful first month of Humanities Hotline Partners. HK really appreciates your efforts to spread the word about the hotline in person and online. The hotline saw 118 calls in February. One caller left us a voicemail saying, "I'm glad I tried it. It was my first time and I enjoyed it." Another caller suggested we add some bilingual stories in Spanish. What have you been hearing from your patrons? We welcome your feedback!

March is Women's History Month and several of the topics on the hotline this month address women's history topics:

- Mary Kohn, Associate Professor of Linguistics at Kansas State University, explores the ways in which Kansas dialects have shifted over the years.
- Valerie Mendoza, Director of the Title III Strengthening Institutions grant at Washburn University, tells the story of Hazel Gomez, a beloved leader of Topeka's Hispanic community.
- Author and historian Linda O'Nelio Knoll talks about the Amazon Army, the group of women who marched for coal miners' rights in southeast Kansas in 1921.
- Miranda Ericsson, Reader's Librarian for the Topeka and Shawnee County Public Library, reviews two books in honor of Women's History Month.

These hotline selections are available through March 31, 2021.

Last month HK put out a call for storyteller submissions for the hotline. Hotline stories are intended to explore Kansas history, local and world literature, pop culture with a humanities twist, or ideas that spark conversations. Hotline storytellers should have an advanced degree in a humanities field or be a culture bearer for their community. The next deadline for Hotline submissions is May 1st. More information is available here: <https://www.humanitieskansas.org/grants-programs/initiatives/humanities-hotline>

Attached is a press release about the March hotline topics to share or use for reference. Looking for last month's audio recordings? You can find them on HK's website:

<https://www.humanitieskansas.org/grants-programs/initiatives/humanities-hotline>

Please let me know if you have any questions. We would love to hear any stories of how your community is responding to the Humanities Hotline.

Thanks,
Tracy



NEWS RELEASE
FOR IMMEDIATE RELEASE
March 1, 2021

FOR MORE INFORMATION CONTACT:
Tracy Quillin, Associate Director
tracy@humanitieskansas.org; 785-357-0359
humanitieskansas.org

New Hotline Topics for Women's History Month

Topeka – Humanities Kansas (HK) announces four new stories now on the Humanities Hotline. March is recognized as Women's History Month and several short stories on the toll-free hotline explore the topic. The Humanities Hotline is free and available anytime, day or night, to anyone with a landline or smartphone at 1-888-416-2018. Hotline topics change monthly.

The Humanities Hotline offers a menu of short Kansas stories, both serious and lighthearted, that are researched and presented by experts across the state. Mary Kohn, Associate Professor of Linguistics at Kansas State University, explores the ways in which Kansas dialects have shifted over the years. Valerie Mendoza, Director of the Title III Strengthening Institutions grant at Washburn University, tells the story of Hazel Gomez, a beloved leader of Topeka's Hispanic community. Author and historian Linda O'Nelio Knoll talks about the Amazon Army, the group of women who marched for coal miners' rights in southeast Kansas in 1921. Miranda Ericsson, Reader's Librarian for the Topeka and Shawnee County Public Library, reviews two books in honor of Women's History Month. These hotline selections are available through March 31, 2021.

The Humanities Hotline provides an accessible alternative to today's Zoom culture and encourages the people of Kansas to participate in lifelong engagement with the humanities. The hotline was developed as a way to combat social isolation and bridge the technology divide with stories that could be easily accessed without the need for internet.

The Humanities Hotline is free and available to all Kansans and can be especially helpful to those without access to broadband. Statewide partners include Abilene Public Library, ArtsConnect Topeka, Augusta Public Library, Clearwater Public Library, Dorothy Bramlage Public Library in Junction City, Emporia Public Library, Finney County Public Library in Garden City, Goddard Public Library, Hays Public Library, Lawrence Public Library, Lowell Milken Center for Unsung Heroes in Fort Scott, Museum of World Treasures in Wichita, Norton Public Library, Ottawa Library, and Wamego Public Library. Contact HK if your organization would like to be considered as a Hotline partner.

Call the Humanities Hotline at 1-888-416-2018. For more information visit humanitieskansas.org.

About Humanities Kansas

Humanities Kansas is an independent nonprofit spearheading a movement of ideas to empower the people of Kansas to strengthen their communities and democracy. Since 1972, HK's pioneering programming, grants and partnerships have documented and shared stories to spark conversations and generate insights. Together with statewide partners and supporters, HK inspires all Kansans to draw on history, literature, ethics, and culture to enrich their lives and to serve the communities and state we all proudly call home.

###

Director Report March 2021

We have been out and about to Karg Glass to watch glass blowing, to the Pizza Hut museum on National Pizza Day and to Tanganyika behind the scenes in the giraffe barn.

The Park/Trail StoryWalk was changed out and the story is "If You Plant a Seed". It has beautiful illustrations. I will be working on getting the Tanganyika signs cleaned up and ready to go back out to the Park. The first story out there is going to be "Be Brave Little Penguin".

Last week was Read Across America. We had fun dressing up during the week and having a goldfish counting contest.

We have a new program in the works. Carrie came to me a few weeks ago and said she would like to put together StoryTime kits for check out. She said she knew it would be 6 months to a year before we had the money to do them but that she wanted them to be a possibility. Two days later I had funding for 8 Early Literacy Multisensory kits. We are continuing to contact local churches and other organizations to help sponsor the kits. We plan to circulate them through the local preschools as well. When I spoke to Gail Jamison, she informed me that the State is moving toward a multisensory curriculum for teaching reading so these kits are ahead of the game.

I am attending the Kansas Leadership Center Lead for Change program for a couple of more weeks. Later in the year I will complete their program by participating in Equip to Lead.

StoryTime Field Trips coming up in March will be at the Cosmosphere, Tanganyika and Wichita Art Museum.

Carrie read over Microsoft Teams to the 560 students at Kensler School in Wichita for Read Across American.

If any of the board would like to join Kansas Library Association it is free. There is information in the packet.

Join

- [Member Renewal](#)
- [Member Inquiry](#)

Quick Links

- [Member Area](#)
- [KLA Conference 2020](#)
- [2020 Census](#)
- [Calendar of Events](#)
- [About Us](#)
- [Kansas Libraries Magazine](#)

Become a member!

Dues:

There are four options for Student, Friend, and Retired Memberships: \$35 Student, Friend, and Retired Membership only, \$45 Student, Friend, and Retired Membership and CULS Membership, \$51 Student, Friend, and Retired Membership and KASL, or \$45 Student, Friend, and Retired Membership and PLS Membership

[Click here for more information about the KLA/ALA joint student membership](#)

Student/Friend/Retired Membership Form

KLA Trustee Membership is free

Trustee MEMBERSHIP FORM

There are four options for Individual Memberships: \$40 Individual Membership only, \$50 Individual Membership and CULS Membership, \$56 Individual Membership and KASL Membership, or \$50 Individual Membership and PLS Membership

Individual Membership Form



Goddard Public Library > Page Insights

Page Insights

Overview

Followers

Ads

Likes

Reach

Page Views

Actions on Page

Posts

Branded Content

Events

Videos

Stories

People

Messages

Orders

Promote

Orders and Messages Insights Unavailable

Due to new privacy rules in Europe, the reporting of messaging-related insights are unavailable right now.

Businesses may see impact to reporting on message and order data. Affected metrics will show a '-' in place of affected data

[Learn More](#)

Page Summary Last 28 days

Results from Feb 1, 2021 - Feb 28, 2021

Note: Does not include today's data. Insights activity is reported in the Pacific time zone. Ads activity is reported in the time zone of your ad account.

Actions on Page

February 1 - February 28

We have insufficient data to show for the selected time period.

Page Views

February 1 - February 28

286

Total Page Views 18%



Page Previews

February 1 - February 28

We have insufficient data for the selected time period.

Page Likes

February 1 - February 28

17

Page Likes 21%



Post Reach

February 1 - February 28

7,214

People Reached 11%



Story Reach

February 1 - February 28

[Get Story Insights](#)

See stats on how your stories have performed



Recommendations

February 1 - February 28

2

Recommendations 100%



Post Engagement

February 1 - February 28

1,686

Post Engagement 56%



Videos

February 1 - February 28

2,182

3-Second Video Views



+14 Followers
+13 Likes

Instagram 217 followers

GODDARD PUBLIC LIBRARY
December 2019

GODDARD PUBLIC LIBRARY
February 2021

CHECK OUT SUMMARY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2021	2020	2019	2018	2017
Non-fiction	126	120											246	921	2225		
Fiction	535	564											1099	4757	7671		
Periodicals	27	18											45	467	1086		
Audio Books	3	2											5	280	583		
Videos/ DVD	279	218											497	2209	2609		
JUVENILE																	
Non-fiction	134	306											440	1883	4695		
Fiction	1243	1122											2365	10212	18618		
Periodicals	2	8											10	22	237		
Videos/ DVD	38	19											57	541	1329		
Audio	6	6											12	56	68		
Other	0												0				
TOTAL	2393	2383	0	0	0	0	0	0	0	0	0	0	4776	21348	39121	44326	34516
Computer	50	41											91	1543	5045	3988	3012
Wireless	90	85											175	1123	1724	1565	1232
													266	2666	6769	5553	4244
Reference Question	296	228											524	2954	2653	1860	1489
INTERLIBRARY LOAN																	
Books Loaned	342	339											681	3708	548	466	388
Unfilled	1	2											3	29	9	0	0
Books Borrowed	206	255											461	2236	828	793	572
Unfilled	0	6											6	0	8	2	0
NEW LIBRARY CARDS	24	23											47	218	360	404	462
MATERIALS ADDED																	
Adult	64	113											177	620	747	1093	1256
Juvenile	71	66											137	786	789	993	1496
TOTAL	135	179	0	0				0					314	1406	1536	2086	2752
LIBRARY ATTENDANCE	696	666											1362	7860	24302	19195	16985
Children	1122	2815											3937	8597	3778	3214	2338
Other	532	291											823	7143	228	909	255
TOTAL	2350	3772	0	0	0	0	0	0	0	0	0	0	6122	23600	28308	23318	19578

24 programs

April Hernandez
DIRECTOR

ATTENDANCE	J	F	M	A	M	J	J	A	S	O	N	D			
Vickie Luthi	+	EX												2	2023
Stephanie Mount	+	+												1	2024
Lisa Fouts	+	+												1	2020
Kate Morgan														finish	2021
Frank Petsche	+	+												1	2021
Lisa Coyne	+	+												finish	2022
Tamera Judd	+	AB												1	2023
Margo Rakes	EX	+												1	2025
Lisa Stoller	+	+												1	2023
Sherry Lauer	+	+												1	2023
April Hernandez	+	+													

EX- excused EO- early out LI- late in CA- cancelled AB - Absent

	A	B	C	D	E	F	G	H	I	J	K
1	GPL										
2	BUDGET REPORT										
3	2/28/2021										
4											
5	MONTH:										
6	2										
7	COLUMN:										
8	C										
9											
10	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
11	CATEGORY	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
12		JANUARY	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.
13											
14											
15											
16	Accounting	\$120.00	\$120.00								
17	Automation/Internet										
18	Maintenance		\$308.00								
19	Misc.										
20	Supplies	\$152.91	\$219.80								
21	Utilities/Telephone	\$1,650.46	\$1,791.61								
22	Materials	\$1,226.22	\$1,720.96								
23	Community Relations	\$245.20	\$90.00								
24	Programming	\$358.35	\$649.98								
25	Technology	\$16.26	\$213.42								
26	Continuing Education		\$25.00								
27	Licensing	\$387.00									
28	Memberships										
29	Mileage/Meals	\$31.28	\$80.50								
30	Postage	\$55.00	\$643.81								
31	Website	\$156.87									
32	Capital Improvement	\$1,353.00									
33	Board Insurance/Bond										
34	Director Health Benefit	\$500.00	\$500.00								
35	Payroll Taxes	\$2,250.51	\$2,149.83								
36	Retirement	\$1,354.85	\$1,321.88								
37	Salaries	\$7,333.83	\$7,236.83								
38	Workman's Comp		\$254.00								
39	Unemployment	\$24.88									
40											
41		\$17,216.62	\$17,325.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42											
43									City	\$183,900.00	
44									carryover	\$21,353.00	
45									grants	\$7,140.00	

	L	M	N	O	P	Q	R	S	T	U	V
1											
2											
3											
4											
5											
6											
7											
8											
9											
10	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)	(T)		
11	ACTUAL	ACTUAL	MONTHLY	MONTHLY	Y-T-D	Y-T-D	Y-T-D	ANNUAL	ANNUAL		
12	NOV.	DEC.	BUDGET	DIFFERENCE	ACTUAL	BUDGET	DIFFERENCE	BUDGET	DIFFERENCE		
13			(S / 12)	(N-Current Mo.)	(Sum B...M)	(S x no.	(Q - P)		(S - P)		
14						of months/12)					
15											
16			\$120.00	\$0.00	\$240.00	\$240.00	\$0.00	\$1,440.00	\$1,200.00		
17			\$141.67	\$141.67	\$0.00	\$283.34	\$283.34	\$1,700.00	\$1,700.00		
18			\$104.17	-\$203.83	\$308.00	\$208.34	-\$99.66	\$1,250.00	\$942.00		
19			\$8.33	\$8.33	\$0.00	\$16.66	\$16.66	\$100.00	\$100.00		
20			\$458.33	\$238.53	\$372.71	\$916.66	\$543.95	\$5,500.00	\$5,127.29		
21			\$1,333.33	-\$458.28	\$3,442.07	\$2,666.66	-\$775.41	\$16,000.00	\$12,557.93		
22			\$1,087.50	-\$633.46	\$2,947.18	\$2,175.00	-\$772.18	\$13,050.00	\$10,102.82		
23			\$83.33	-\$6.67	\$335.20	\$166.66	-\$168.54	\$1,000.00	\$664.80		
24			\$175.00	-\$474.98	\$1,008.33	\$350.00	-\$658.33	\$2,100.00	\$1,091.67		
25			\$266.67	\$53.25	\$229.68	\$533.34	\$303.66	\$3,200.00	\$2,970.32		
26			\$33.33	\$8.33	\$25.00	\$66.66	\$41.66	\$400.00	\$375.00		
27			\$41.67	\$41.67	\$387.00	\$83.34	-\$303.66	\$500.00	\$113.00		
28			\$33.33	\$33.33	\$0.00	\$66.66	\$66.66	\$400.00	\$400.00		
29			\$58.33	-\$22.17	\$111.78	\$116.66	\$4.88	\$700.00	\$588.22		
30			\$125.00	-\$518.81	\$698.81	\$250.00	-\$448.81	\$1,500.00	\$801.19		
31			\$29.17	\$29.17	\$156.87	\$59.40	-\$97.47	\$350.00	\$193.13		
32			\$112.75	\$112.75	\$1,353.00	\$225.50	-\$1,127.50	\$1,353.00	\$0.00		
33			\$83.33	\$83.33	\$0.00	\$166.66	\$166.66	\$1,000.00	\$1,000.00		
34			\$600.00	\$100.00	\$1,000.00	\$1,200.00	\$200.00	\$7,200.00	\$6,200.00		
35			\$2,000.00	-\$149.83	\$4,400.34	\$4,000.00	-\$400.34	\$24,000.00	\$19,599.66		
36			\$1,166.67	-\$155.21	\$2,676.73	\$2,333.34	-\$343.39	\$14,000.00	\$11,323.27		
37			\$9,583.33	\$2,346.50	\$14,570.66	\$19,166.66	\$4,596.00	\$115,000.00	\$100,429.34		
38			\$41.67	-\$212.33	\$254.00	\$83.34	-\$170.66	\$500.00	\$246.00		
39			\$12.50	\$12.50	\$24.88	\$25.00	\$0.12	\$150.00	\$125.12		
40											
41	\$0.00	\$0.00									
42											
43											
44			\$17,699.41	\$373.79	\$34,542.24	\$35,399.88	\$857.64	\$212,393.00	\$177,850.76		
45					\$34,542.24	\$35,398.83	\$857.64		\$177,850.76		

Weather Related Closure Policy

If Goddard USD closes due to inclement weather making the roads dangerous for travel then the Library will be closed.

If Goddard USD closes due to the weather being too cold for the buses to run or children to walk, the Library will be open though hours could be adjusted.

If the Library is closed due to dangerous driving conditions or power outages, employees will be paid for that day if they are scheduled to work. Power outage must last over 60 minutes.

Employees are welcome to take a personal day if they do not want to come in when the schools are closed for extreme cold.

The Library Director will notify staff of closures as soon as she is notified of school reasons for closure. This will be through text firstly, then phone call, lastly email.

Added to policy manual 3/8/2021