### Goddard Public Library Board Meeting Agenda

### October 23rd, 2023 at 7:05 pm

- 1. Roll Call
- 2. Approval of Agenda
- 3. Approval of Minutes of Regular Meeting September 12<sup>th</sup>, 2023, Special Meeting September 25<sup>th</sup>, 2023.
- 4. Citizen Comments
- 5. Correspondence and communications
  - a. Invitations to the Women's Club 90th open house were mailed.
- 6. Director's Report
  - a. Circulation Report
- 7. Financial Report
  - a. Approve September financials
- 8. Old Business
  - a. Video Surveillance update
  - b. Update on Website/Staff emails
  - c. Review of Policy Manual
  - d. Review of Director's Health Insurance allotment
  - e. Budget
- 9. New Business
  - a. Community Survey
  - b. Appointment to Friends and Foundation board. Fine free for members
  - c. Board training with Paul Hawkins, Director of SCKLS, will be October 23rd at 6pm. Food or snacks will be provided.
  - d. SCKLS has ordered the computers. The price was about \$500 less. Estimated delivery and installation on December 5<sup>th</sup>
  - e. Purchase bin for board books
- 10. As may be presented
- \*Next meeting is November 13th, 2023.

Please call the library at 316-794-8771 if you cannot attend. Or e-mail: <a href="mailto:director@goddardlibrary.com">director@goddardlibrary.com</a> Thank you!

### **Director's Report**

### October 2023

The Association for Rural and Small Library's conference was a great experience. I attended all three days. It was very interesting to take part in the special focus group by the Brooklyn Public Library. Many libraries across the country are removing address requirements and age limits.

I will be attending the first of three sessions of Kansas for two days. This is at no cost to the library due to the Kansas Library Association inviting me to attend through their scholarship

The library will be closed one day on November 2<sup>nd</sup> for the entire staff to attend one day of the annual Kansas Library Associations conference in Wichita.

I attended a Webinar on the future of NWKLS managing our membership and selections on Overdrive known as the Sunflower consortium. They are getting feedback and ideas on how to proceed managing this for all of the 184 member libraries. It looks like there may be a yearly operation fee of about \$50 in the future to continue being in the group.

The Kanshare director's meetings have started again. We will meet again in November. All of the other directors have been very helpful in providing feedback on how to best handle procedures on processing holds due to privacy issues and requiring a library card or photo ID for checking out.

The part-time position has been advertised. I have had about 5 people interested and am hoping to start interviewing soon!

Carrie has been busy planning our KanRead event on October 14<sup>th</sup>. This will be a fun evening of learning how to make flower bouquets and is a joint programming event with the other libraries in our consortium. Peggy, Debra and I attended the one at Derby. It was a murder mystery dinner and was very fun!

I am working my way through weeding the picture books and have weeded the board books to make room for our Lego Wall area.

### Patron Comments:

I am so thankful for the library!!

You are doing a great job!

The books are free to rent? Thank you!!

"I like books, I like books!" (Toddler)





Goddard Public Library

### **Professional dashboard**

Overview

Insights

Home

Your Page Content

Audience

Grow your audience

Ad Center

Invite friends to follow

Your tools

Earn achievements for creating reels

Inspiration hub

Comments manager

Events

Paid online events

Page access

A/B Tests

New

Moderation Assist

Messaging settings

### $\Box$

### Page overview Create a post Last 28 days

### Discovery

Post reach	6,4	17
Post engagement	1,7	60
New Page likes		13
New Page Followers		20

Interactions	•			
Reactions				 417
Comments				37
Shares				31
Photo views				495
Link clicks			•	96

### Other

Hide all posts	o
Unfollows	O

## Goddard Public Library 2023

	TOTAL	Other	Children	LIBRARY ATTENDANCE		TOTAL	Juvenile	Adult	MATERIALS ADDED	NEW LIBRARY CARDS		Unfilled	Books Borrowed	Unfilled	Books Loaned	INTERLIBRARY LOAN		Reference Question		Wireless	Computer		TOTAL		Audio	DVD/Blu-Ray	Periodicals	Fiction	Non-fiction	JUVENILE		DVD/Blu-Ray	Audio Books	Periodicals	Fiction	Non-fiction	CHECK OUT SUMMARY	
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## Goddard Public Library 2023

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			×								Lucretia Burch
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### Goddard Public Library Board Meeting Minutes September 11, 2023 at 7:05 PM

The September Board Meeting of the Goddard Public Library was called to order by the Vice President of the Board, Kate Morgan, at 7:30 PM.

- Roll Call: Kate Morgan, Megan Koenigs, Tegan Perkins Ulmen, Margo Rakes, Ashleigh Pearce, Angela Pruitt, Lucretia Burch, and Julie Mills. A quorum was reached. There were 3 community members in attendance.
- 2. Approval of Agenda: Lucretia Burch moved to approve the Meeting Agenda for September 11th, 2023. Megan Koenigs seconded the motion. All present were in favor.
  - a. Motion made to amend September 11th, 2023 Agenda by Kate Morgan add Executive session. Margo Rakes seconded the motion. All present were in favor.
- Approval of Minutes of Regular Meeting June 12th, 2023, Special Meeting July 23rd, 2023, and Regular Meeting August 14th, 2023.
  - a. Regular Meeting June 12th, 2023 and Special Meeting July 12th, 2023 minutes approved with no corrections.
  - b. Correction to August 14th, 2023 recommended remove items 4-7 as they were on the agenda but have yet to be discussed.
- 4. Citizen Comments: None
- 5. Correspondence and Communications:
  - a. Board Member Exit Interview: Received 1 Exit Interview back from recently resigned
     Board Members. All Board Members received a copy to review.
  - b. Thank You card from former Board Member, Vicki Luthi, was received.
- 6. Director's Report:
  - a. Received a copy of the July, August, and September Director's Report.
    - i. The bathroom walls have been replaced.
    - ii. Julie Mills will be attending the ARSL Conference in September.



- iii. Main Street Market went well, but the Library is really only being used as a bathroom stop. The Library did not hold a craft at MSM this time. In the future could hold the craft outside and not have the Library open.
- iv. Board Members like seeing the Patron Comments at the bottom of the Director's Report.
- b. Circulation Report: Circulation is down a little, potentially due to School starting back up again and Parents returning to work full-time now that summer is over.
- c. Ashleigh Pearce moved to start tracking how many monthly activity packets/kits are made and handed out. Lucretia Burch seconded the motion. All present were in favor.

### 7. Financial Report:

- a. Approve June, July, and August Financial Reports: Tegan Perkins Ulmen moved to approve the June Financial Report; Angela Pruitt seconded the motion. All present were in favor. Tegan Perkins Ulmen moved to approve the July Financial Report; Ashleigh Pearce seconded the motion. All present were in favor. Margo Rakes moved to approve the August Financial Report; Megan Koenigs seconded the motion. All present were in favor.
- b. Carrie's Summer Reading Program Bonus: Ashleigh Pearce moved to approve Carrie Wharton's Summer Reading Program Bonus of \$965.15. Lucretia Burch seconded the motion. All present were in favor.

### 8. Old Business:

- a. Welcome New Board Members: Ashleigh Pearce was approved at the July 17th, 2023
   City Council Meeting. Angela Pruitt and Lucretia Burch were approved at the August 21st, 2023 City Council Meeting.
- b. New Member Oath: Oath was said allowed by new Board Members and signed.
- c. Summer Reading Report: Handed out and reviewed. Carrie Wharton commented that there was a significant increase in Adult sign up and participation this year.
- d. Lego Wall: Will be 100% funded by Goddard Woman's Club. Should be installed this week and will be revealed at the GWC's Open House on October 15th, 2023.
- e. Video Surveillance: Julie Mills brought up a concern for our current security system. After speaking with Goddard Police, contacted Decker Electric for a quote on a new surveillance server. Quote is over a month old; tabled until next month.



- f. Update on staff emails: Julie Mills would like to move to Google Workspace. She is looking into how to change over.
  - Ashleigh Pearce contacting Web Designers for quotes; Tegan Perkins Ulmen will
    then work with Julie Mills to move over to Google. Each staff member would
    have an email and a new website is needed.
- g. Review of Policy Manual: Still needs updates. Board Members need to bring this with them to each meeting.
- h. Review of Director's Health Insurance Allotment: Tabled to October meeting.

### 9. New Business:

- a. Vote for President and Vice President
  - Ashleigh Pearce nominated Kate Morgan for President. Margo seconded the motion. All present were in favor. Kate Morgan accepted and is now President of the Board.
  - ii. Kate Morgan moved to remove Megan Koenigs as Treasurer and appoint her as Vice President. Lucretia Burch seconded the motion. All present were in favor. Megan Koenigs accepted and is now Vice President of the Board.
  - iii. Ashleigh Pearce nominated Lucretia Burch for Treasurer. Angela Pruitt seconded the motion. All present were in favor. Lucretia Buch accepted and is now Treasurer of the Board.
- b. Form Committees: Megan Koenigs moved to approve the following committees. Kate Morgan seconded the motion. All present were in favor.
  - i. Finance Committee: Lucretia Burch, Megan Koenigs, and Ashleigh Pearce
  - ii. Advocacy and Marketing: Tegan Perkins Ulmen, Ashleigh Pearce, and Margo Rakes
  - iii. Strategic Plan: Kate Morgan and Angela Pruitt
- c. Goddard Woman's Club Open House held at Library on October 15th, 2023: Reviewed during Old Business in regard to the Lego Wall installation.
- d. SCKLS Technology Grant Award: Megan Koenigs moved to approve \$3,255 to pay for the remaining amount that the Grant does not cover for new technology. Kate Morgan seconded the motion. All present were in favor.
- e. Budget: Tabled.



- f. Social Media Policy: Reviewed the need for staff to double-check posts and communication.
- g. Website Review: Discussed during Old Business and the need for new staff emails.
- h. Remove names from bank signature card:
  - Tegan Perkins Ulmen moved to remove the former President, Sherry Lauer, from the bank account and to add the current President, Kate Morgan, and new Treasurer, Lucretia Burch, as signers on the bank account. Megan Koenigs seconded the motion. All present were in favor.
- i. Board Training with Paul Hawkins, Director of SCKLS: October 9th at 6:00 PM. Food will be provided; Julie is looking into options.

### 10. As May Be Presented:

- a. Julie Mills requested a New Community Survey.
  - She would like to add questions in regard to the Mobile Library and other Library resources. Julie will come up with the questions and present them at a future Board Meeting for approval.
- b. The Mobile Library went to Linear Park for Library Card Day and had a great group.
- 11. Executive Session
- 12. Megan Koenigs moved to increase Julie Mills' (Library Director) salary after her 90-day review. Margo Rakes seconded the motion. All present were in favor.
- 13. Margo Rakes moved to adjourn the meeting at 9:09 PM; Angela Pruitt seconded the motion. All present were in favor.



### Goddard Public Library Special Board Meeting Minutes September 26, 2023 at 7:30 PM

The September Special Board Meeting of the Goddard Public Library was called to order by the President of the Board, Kate Morgan, at 7:30 PM.

- Roll Call: Kate Morgan, Ashleigh Pearce, Tegan Perkins Ulmen, Megan Koenigs, Lucretia Burch, Angela Pruitt, and Julie Mills. A quorum was reached. There were no community members in attendance.
- Approval of Agenda: Ashleigh Pearce moved to approve the Special Meeting Agenda for September 26th, 2023. Megan Koenigs seconded the motion. All present were in favor.
- Old Business: Julie Mills presented the Decker Electric estimate to replace the security system server in the basement. The ballpark estimate is \$9800 and may change if additional or less material/labor is needed.
  - a. Discussion about pulling the power/cutting feed now rather than later due to the current setup of the security system was held. All agreed to keep the system as is even with the current concerns. The current state would be better than nothing if a significant event were to occur.
    - Lucretia Burch moved to have Decker Electric replace the basement security server and approve a budget of \$9,800 for the project. Ashleigh Pearce seconded the motion. All present were in favor.
- 4. Angela Pruitt moved to adjourn the meeting at 7:39 PM. Lucretia Burch seconded the motion. All present were in favor.

### 10/05/23 Cash Basis

# Goddard Public Library Profit & Loss Budget Performance September 2023

Total Community Relations	Community Relations Marketing Staff Meeting Community Relations - Other	Capital Improvement Budget	Total Bookmobile	Bookmobile Bookmobile Insurance Bookmobile Maintenance Bookmobile Tags	Total Board Insurance	Board Insurance Treasurer Bond Board Insurance - Other	Expense Accounting Automation	Gross Profit	Total income	Interest Income Programming Income Refund income Summer Reading Donations	Total Grants	State Aid Tech Grant Grants - Other	Total SCKLS	Grants In Aid Summer Reading Grant SCKLS - Other	Friends & Foundation Levand Trust	Income Balance Forward Book Sales and Lost Book Fees City Funds Donations Fines, Copies, Faxes Goddard Lions Club Income	Ordinary Income/Expense
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0.00	0.00	0.00	0.00	0.00 0.00 0.00	0.00	0.00	0.00 0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00 0.00	0.00 0.00 0.00 0.00	Budget
5,311.86	3,281.62 460.93 1,569.31	0.00	2,490.26	1,509.00 897.45 83.81	825.00	0.00 825.00	, 1,215.00 1,612.00	253,567.90	253,567.90	138.21 219.00 64.95 1,787.50	26,864.45	1,514.57 3,000.00 588.47	15,809.00	15,809.00 0.00 0.00	439.41 5,513.00	0.00 0.00 216,311.70 5,954.49 1,599.78 627.82	Jan - Sep 23
5,300.00	5,300.00	1,000.00	3,700.00	1,200.00 500.00 2,000.00	1,865.00	825,00 1,040,00	1,750.00 1,600.00	264,393.00	264,393.00	16.00	16,520.00	1,420.00	10,100.00	100.00 10,000.00	1,000.00 3,000.00	20,000.00 500.00 224,807.00 1,000.00 1,250.00 300.00	YTD Budget
5,300.00	5,300.00	1,000.00	3,700.00	1,200.00 500.00 2,000.00	1,865.00	825.00 1,040.00	1,750.00 1,600.00	264,393.00	264,393.00	16.00	16,520.00	1,420.00 1,000.00	10,100.00	100.00 10,000.00	1,000.00 3,000.00	20,000.00 500.00 224,807.00 1,000.00 1,250.00 300.00	Annual Budget

# Goddard Public Library Profit & Loss Budget Performance September 2023

Total Programming	Programming Story Time Summer Reading Program Teen Advisory Board Wine & Color Programming - Other	Postage and Shipping	Total Payroll Expenses	Payroil Expenses KPERS-MISC Payroil Payroil Taxes State Tax State Unemployment Taxes (SUTA) Workman's Comp Insurance	Total Miscellaneous	MISCENANEOUS Lost Book	Licensing Maintain building and grounds Wemberships Mileage	Total Library Inventory	Levand Trust Expense Library Inventory Audio Books Books Books DVD/Blu-Ray ebooks/eaudiobooks Magazines and Periodicals Library Inventory - Other	Director Health Benefit Friends & Foundation Grant Expense	Total Continuing Education	Continuing Education Mileage/Meals Continuing Education - Other	I
0.00	0.00 0.00 0.00 0.00 0.00	4.43	12,597.49	1,468.86 8,629.10 2,201.32 298.21 0.00 0.00	0.00	0,00	0.00 483.00 160.00 160.48	255.77	1,118.41 0.00 2.55.77 0.00 0.00 0.00 0.00	675.94 0.00 772.28	923.42	53.42 870.00	Sep 23
0.00	0.00	0.00	0.00	0.00 0.00 0.00 0.00 0.00		I	0.00 0.00 0.00 0.00	0.00	0.00	0.00	0.00	0.00	Budget
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5,500.00	5,500.00	1,750.00	180,836.00	16,000.00 132,861.00 25,000.00 6,500.00 275.00			1,700.00 1,300.00 842.00 900.00	19,000.00	19,000,00	7,200.00	400.00	400.00	YTD Budget
5,500.00	5,500.00	1,750.00	180,836.00	16,000.00 132,861.00 25,000.00 6,500.00 200.00 275.00			1,700.00 1,300.00 842.00 900.00	19,000.00	19,000.00	7,200.00	400.00	400.00	Annual Budget

10/05/23 Cash Basis

# Goddard Public Library Profit & Loss Budget Performance September 2023

0.00	0.00	74,489.57	0.00	-12,340.83	Net Income
0.00	0.00	74,489.57	0.00	-12,340.83	Net Ordinary Income
264,393.00	264,393.00	179,078.33	0.00	19,942.99	Total Expense
4,000.00 20,500.00 250.00	4,000.00 20,500.00 250.00	1,235.60 14,594.78 143.88	0.00 0.00 0.00	0.00 1,875.02 0.00	Technology Utilities Website Maintenance
5,000.00	5,000.00	3,049.30	0.00	410.12	Total Supplies
5,000.00	5,000.00	681.83 15.88 516.41 1,441.43 393.75 0.00	0.00	227.35 0.00 0.00 43.77 139.00 0.00	Supplies Building Computer Furniture Office Processing Supplies - Other
Annual Budget	YTD Budget	Jan - Sep 23	Budget	Sep 23	

4:00 PM 10/05/23

### Goddard Public Library Reconciliation Detail Capital Improvement, Period Ending 10/01/2023

Date	Num	Name	Clr	Amount	Balance
	-				55,157.61
sactions					
ind Credits - 1 ite	em				
10/01/2023			X	14.05	14.05
sits and Credits			_	14.05	14.05
Transactions			_	14.05	14.05
			_	14.05	55,171.66
of 10/01/2023			_	14.05	55,171.66
				14.05	55,171.66
	sactions and Credits - 1 ite 10/01/2023 sits and Credits Transactions	sactions and Credits - 1 item 10/01/2023 sits and Credits Transactions	sactions and Credits - 1 item 10/01/2023 sits and Credits Transactions	sactions and Credits - 1 item 10/01/2023 X sits and Credits Transactions	sactions and Credits - 1 item 10/01/2023 X 14.05 sits and Credits 14.05 Transactions 14.05 of 10/01/2023 14.05

4:19 PM 10/05/23

### **Goddard Public Library** Reconciliation Summary Bank Checking Account, Period Ending 10/01/2023

	Oct 1, 23	
Beginning Balance Cleared Transactions		115,234.89
Checks and Payments - 76 items Deposits and Credits - 11 items	-19,780.14 7,672.62	
Total Cleared Transactions	-12,107.52	
Cleared Balance		103,127.37
Uncleared Transactions Checks and Payments - 1 item	-14.77	
Total Uncleared Transactions	-14.77	
Register Balance as of 10/01/2023		103,112.60
New Transactions Checks and Payments - 8 items Deposits and Credits - 1 item	-6,434.32 14,792.92	
Total New Transactions	8,358.60	
Ending Balance		111,471.20

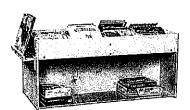
48	4 6	7 2	4 :	4	43	42	41	40	39	38	37	36	35	34	<u>ښ</u>	3 .	<u></u>	<u>ا ۲</u>	29	28	27	26	25	24	23	22	21	20	19	18	17	<u> </u>	<del>,</del>	<u>.</u>	<del>1</del>	<del>.</del>	1 2	3 0	ه م	٠.	7 0	۷	ۍ.	4	w r	ν]-	_	$\neg$
						Under/over	•	-	Unemployment	Wolfanenssonne		Retirement	-		Board Insurance/Bond	_				Memberships	Licensing	Continuing Education				_		_	Bookmobile	Maint	Automation/liniome:	Alecolbiatilae				_	CATEGORY				COLUMN:		MONTH:			BUDGET REPORT	פה	Α
						\$184.48	\$21,911.42				Г	\$1,591.51	\$2,901.28	\$675.94		4	\$143.88	\$120.00	\$34.40		\$612,00 \$917.95	\$62.15	\$47.60	\$561.71	\$937.26	\$1,936.39	\$1,997490	\$476.12				SNEE 00			9 040	IANIJARY	ACTI AI	(B)									,	В
						\$59.05	\$22,036.85			\$239100 - \$23100	\$9,266.72	\$1,631.96	\$2,868.57	\$675.94				\$1.690.00	\$141.84		\$917-95			\$727.97	\$468.75	\$1,561.88	<b>\$1.559.89</b>		\$26.24	\$308.00		4415E 00					ACTI IAI										ľ	0
						\$8,255.42	\$13,840.48			\$00i9269	\$4,645.25	\$627.05	\$1,191.14	\$0.00					\$140.40				\$30.00	\$965.80	\$1,521.81	\$1,668.06	\$11544183	\$912.14	\$190.00			(IO) 5(3) (A				ľ	ACTIIAI										ŗ	D
						\$5,320.68	\$16,775.22		\$29.74	525 00	\$8,137.78	\$1,377.80	\$2,315.82	\$675.94					\$66.00	\$311.00			\$258.00	\$444.01	\$719.08	\$466.19	\$1,542,08	\$138.20	\$135.58			\$\frac{1}{2}\frac{2}{2}\frac{1}{2					ACTI IAI										-	Е
						\$5,666.62	\$16,429.28				\$7,990.47	\$1,313.66	\$2,238.27	\$675.94				\$13.86	\$199.78	\$115.00	1097,657	\$15.00	\$240.00	\$931.28	\$206.66	\$582.83	\$1,220,519	\$212.46	\$128.51	8500 JUU		M95.00					HAIIT	Đ										F
						\$4,438.03	\$17,657.87				\$9,103.82	\$1,344.03	\$2,448.01	\$675.94			,						\$660.00	\$204.83	\$299.82	\$508.70	SE 2/26 153	\$165.08	\$265.27	මළ බලදෙන		GO Selfs			Ī	INF	ACTUAL	9									1	ဝ
						\$3,327.61	\$18,768.29		\$31.34		\$9,192.72	\$1,332.8	\$2,468.56	\$675.94										\$19.99	\$225.29		Œ.				34.512.00	0.38148			-	.III Y	ACTUAL	Ė										Η
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7	September			\$1,108.42					ļ																		\$772.28										\$1,880.70
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_	July			\$213.06					\$287.50																					\$154.05					\$300.00	\$187.50	\$1,142.11
-	June			\$608.71					\$981.50							\$250.00																					\$1,840.21
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٦.	March			ļ			1													\$758.00						\$100.00											
щ	February												\$12.99				\$250.00	\$250.00		\$477.00					\$28.49												\$1,018.48
D	Items January											٠	\$314.83																	\$43.71		\$200.00		\$200.00			\$758.54
U	Items		Materials, Programming	Programming, tech	Technology		Intern/laptop						William Allen White Books			Tanganyika Pass	Tanganyika Pass	Tanganyika Pass					Pay in Fall for 23-24 year			Bookmobile books				Upstart SRP prizes		Upstart SRP prizes		Upstart SRP prizes	SRP	SRP	
123	Amount			\$5,513.00				\$3,000.00	\$1,514.57	\$290.00	\$15,809.00	\$21.50	\$327.82 W			\$250.00	\$250.00	\$250.00	\$338.47	\$4,646.39	\$5,000.00	\$93.00	\$150.00	\$50.00	\$28.49	\$100.00	\$1,083.15		\$400.00	\$200.00	\$400.00	\$200.00	\$200.00	\$200.00	\$300.00	\$187.50	\$40,802.89
∢	1 Grant/Donation	2	3 SCKLS	4 Levand	5 Book Festival	6 State Library KS Notable	7 PLA III	8 SCKLS Tech Grant	9 State Aid	10 Continuing Education	11 SCKLS Grant in Aide	12 Cash Donations	13 Lion's Club WAW	14 Walmart	15 Friends/Foundation	16 Mrs. Coles	17 Anonymous Donor	18 Main Street Salon	19 Chamber NU	20 Bookmobile carryover	21 City bookmobile	22 Program Donations	23 USD 265 Activity Pass	24 Leadership Award Books	25 Larry Lee Memorial	26 Anonymous Danor	27 Women's Club Lego Wall	28 <u>SRP</u>	29 Mel Hambilton Ford	30 Postnet	31 T&T	32 W Wichita Opt	33 Goddard Vet	34 Vrana	35 Lions Club	36 First National Bank	37 Totals

### Mobile Book Organizer - Assembled

by <u>Sprogs</u>® | SKU: SPG-2140F ☆☆☆☆☆ | <u>Q & A</u> | <u>Start a Live Chat</u>



### \$499.88

MSRP: <del>\$999.76</del> You Save: \$499.88 (50%)

### **Select Options:**

1) Select Type: Assembled

1

Add to Cart

zip code

Calculate Shipping

on Sale

### **Product Overview**

- Divided sections on top help keep books and supplies
- Built-in side easel is perfect for story time and displaying books.
- Sturdy construction, rounded comers and recessed back make it a safe choice.

Certifications	
GREENGUARD GOLD	

	<u>Description</u>	Specs	Resources & Guides
Product Weight (Lbs)		70	
Assembly		Not required	
Casters/Glides		4 mounted casters	
Finish		UV	
Material		Baltic Birch plywood	
Other Info		Built-in side easel Greenguard certified CPSIA compliant Made in the USA	
Depth		23 1/2"	
Overall Height		23 1/2"	
Overall Width		46 3/4"	
Section Dimensions		11 3/4" W x 10 1/2" L x 4 3/4" D	
Warranty		20-year limited	
Weight Capacity		100 lbs	
Shipping Method:	i	UPS / FedEx	

Similar Items

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### Goddard Public Library Community Survey-2023

\* Indicates required question

Filling out this survey helps the Goddard Public Library support our community! Thank you for taking the time to respond. If you have questions or concerns please reach out to Julie at goddardlibdirector@gmail.com

1.	Email *
Р	ease Answer:
2.	1) Do you live within Goddard city limits? *
	Mark only one oval.
	Yes
	◯ No
3.	If No to question above, do you live within the Goddard USD 265 district? *
	Mark only one oval.
	Yes
	◯ No

4.	Do our library programs meet your needs? *
	Mark only one oval.
	Yes
	No
_	If you who are a complain here we are hetter most your poods with programs
5.	If not, please explain how we can better meet your needs with programs.
6.	Do you come to Goddard specifically to visit the library? *
	Mark only one oval.
	Yes
	○ No
7.	What library resources do you feel we need to add? (ex. self checkout, technology to
	our small meeting space, 3D printing, etc.)

8.	Do you use the Mobile Library?
	Mark only one oval.
	Yes No
9.	If you do or don't use the Mobile Library, why or why not?
10.	
11.	What amenities do you think are important for enticing people to move into the community?

12.	Goddard Library Friends and Foundation?
	Mark only one oval.
	Yes
	◯ No
13.	Thank you for your time, to be entered into our raffle giveaway please fill in your email address.
	A CALL CARD MAY CARD CARD AND AND AND A CARD

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Google Forms