

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

<https://us02web.zoom.us/j/84585204765?pwd=S3ZDY2tlcm5U1FhN2Rla2M5cndCUT09>

Meeting ID 845 8520 4765

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes of Regular Meeting October 11, 2021
4. Citizen Comments
5. Correspondence and communications – Humanities Kansas, Kansas Historical Society, State Library
6. Director’s Report
 - a. Circulation Report
7. Financial Report
8. Old Business
 - a. Friends/Foundation update – are meeting the 3rd Wednesday of each month @ 6 pm. – Met Thursday, Oct. 28.
 - b. City updates – Community Spaces update will be December 6
 - c. New Logo update
 - d. Bookmobile update
 - e. Digitization project update
 - f. Trash update
9. New Business
 - a. Strategic Planning Research Study
10. Executive Session
11. As may be presented

*Next meeting is December 13, 2021.

PLEASE CALL THE LIBRARY 794-8771 IF YOU CANNOT ATTEND OR E-MAIL:

director@goddardlibrary.com

Goddard Public Library Board Meeting Minutes - DRAFT
October 11, 2021 @ 7:05 pm

1. Roll Call: April Hernandez, Vickie Luthi, Sherry Lauer, Frank Petsche, Lisa Stoller, Margo Rakes, Lisa Fouts, Lisa Coyne, and Kate Morgan were present at the Library. Stephanie Mount and Tamara Judd were absent.
2. Approval of Agenda: Kate made a motion to approve the Agenda. Vickie seconded. Motion passed 8 – 0.
3. Approval of Minutes of Regular Meeting September 13, 2021: The Minutes were approved for the record.
4. Citizen Comments: None
5. Correspondence and Communications:
 - SCKLS: SCKLS increased our award to cover the increase in prices for two computers, two laptops, and software to meet the half match they committed to.
 - Humanities Kansas: New topics are available on the Hotline.
 - City of Goddard: A new water heater was installed and the bathroom leaks were fixed but now we have three holes in the wall. The city has been made aware.
 - Waste Management: We cancelled service with Waste Management and they waived the \$185 pickup fee for the containers. We are disputing that we HAD a viable contract at all. The BBB is involved. We have started service with Waste Connections at a much more reasonable price.
6. Director's Report:
 - a. Circulation Report: Circulation numbers had their normal dip from school resuming but our numbers overall are approaching pre-Covid numbers and in some areas surpassing them. Carrie did a lot of pop up programming around Goddard and signed people up for new cards with her new circulation 'booth'. We have a couple of new reading challenges, one for fall and one that lasts all year.
 - b. Staff will be attending the KLA Conference on Thursday, October 28th so the library will be closed that day.

April will attend all three days and will present twice on Oct. 27th and will be doing some mentoring presentations on the 28th and 29th.
 - c. There was a discussion about April's new library puppy, "Finn". He now has an Instagram account to follow his time at the library. April is starting training with him to eventually become a certified therapy dog. AKC Therapy class is \$120 for four weeks. The Board agreed that training is a must.

d. We will be taking out ads in the Church of the Holy Spirit's weekly bulletin for \$6 per week or \$24 per month. There was some discussion about expanding this to other local churches.

e. Anna Wong is conducting Zoom sessions once per month and will feature the Goddard Public Library on December 8th.

7. Financial Report: Frank made a motion to approve the Financial Report and Lisa F. seconded the motion.

The motion passed 8 – 0.

8. Old Business

a. Friends/Foundation Update: The group meets the 3rd Wednesday of each month @ 6 pm: The Gala has been set for March 25th at Pathway Church. It will be a Murder Mystery Dinner Theater. Dinner will be served but no alcohol. The venue will accommodate 150 participants. A caterer has been secured.

The Foundation paid for the KanShare app which is now live and operational.

b. City updates: April will give the Library's 3rd quarter report to the City Council on October 18th. The second meeting in November will address the Community Spaces study.

c. New logo update: The Board overwhelmingly preferred the second option to the others but felt it still needed some work. April will work with the designer again and hopefully bring us a revision that fits the bill.

d. Bookmobile update: Sherry and her husband have been deconstructing the R.V. and salvaging everything they can to either reuse or sell. The floor had to be reinforced under where the bed was and other areas will probably require reinforcement as well. They have to be careful about adding too much weight to the frame and we will always have to be conscience of how much weight goes in with materials and people.

The Lion's Club is donating \$5,000 to the Bookmobile and Walmart is donating \$1,000.

e. Community Conversations with the Library: We have gotten 65 responses on the survey. We got 22 at Fall Festival and 18 of those gave us their emails. This is much improved from last year.

f. Digitization Project: Sherry will be attending training from SCKLS on Thursday. We will be getting a very sophisticated scanner to work with as part of the grant.

g. Board Survey: Tabled until next meeting.

h. Director Evaluation: Board members should have turned in their evaluations and feedback to Sherry. The Director Evaluation Committee is Sherry, Vickie, and Lisa S. We will meet in Executive Session to discuss the evaluation next month.

9. New Business

a. Flag retirement box: The box has been locked and moved and secured by the Blessings Box outside of the library. We have had some books and movies returned into the Flag Box and will continue to educate the community about the Book Drop on the North side of the library.

b. Storybook Pumpkin Patch Contest: The annual contest has begun. We hope to grow participation every year. The community can vote on Facebook. Prizes will be awarded.

10. As may be presented:

- April told us that the Blessings Box was empty. Lisa S. said she would make an announcement to the Goddard Woman's Club and she was sure several of the ladies would donate items.
- April told us that the American Libraries Magazine will have an article about our intern program.
- Sherry stated that April has paid for all of the expenses for the puppy and the Board should think about reimbursing her for some of the expenses. We will have to work out details of cost sharing and liability insurance.
- Sherry said that Carrie mentioned she would like a button maker. Margo said one of the schools has one that she didn't think was being used and thought we should see if we could have it. They could always borrow it back if they need it.

11. Adjournment: Kate made a motion to adjourn at 8:29. Frank seconded the motion. Motion passed 8 – 0.

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

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

Director Report November 2021

Our circulation numbers continue to bounce back. We should end the year just below the number of items circulated in 2019.

We were out at Tanganyika with some of their birds. One took a liking to Carrie and would not leave her alone. It took three takes that day to get the story read. We have a blooper file that I uploaded to my Facebook.

Kansas Reads to Preschoolers is here again. Carrie has lots of outreach programs scheduled and one special StoryTime scheduled for the month.

We have 248 followers on Instagram and 10 followers on Finnstagram. FB has 1394 Likes and 1512 Followers.

The Pumpkin Patch was very successful. We had 23 pumpkins and 19 votes.

GHS Career Day – Carrie presented 4 times to a total of 50 kids.

KLA conference went very well. My presentation was well received and I took GPL swag so everyone really liked that. We all learned a lot and have several things we plan to use from what we learned.

Traveling StoryTime started back up. Carrie is going to TAGG and Reliance Churches and to Kensler Elementary.

Our KanRead board painting and wine program was well liked. We had a waiting list.

Finn is doing well at the library and in his puppy classes. He can sit, lay, leave it, come and watch me if I have treats.

So another very busy month.

We have started the Book Christmas Ornament contest and are gearing up for Santa StoryTimes.

GODDARD PUBLIC LIBRARY

October 2021

CHECK OUT SUMMARY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2021	2020	2019
Non-fiction	126	120	115	101	101	185	178	121	150	136			1333	921	2225
Fiction	535	564	442	375	325	508	546	493	464	485			4737	4757	7671
Periodicals	27	18	12	20	11	20	13	18	26	31			196	467	1086
Audio Books	3	2	13	30	12	25	17	24	12	22			160	280	583
Videos/ DVD	279	218	235	161	178	378	263	259	178	238			2387	2209	2609

JUVENILE

Non-fiction	134	306	315	389	350	1077	816	590	558	591			5126	1883	4695
Fiction	1243	1122	1387	1130	1029	3037	2592	1296	1454	1868			16158	10212	18618
Periodicals	2	8	6	3	3	7	5	6	2	2			44	22	237
Videos/ DVD	38	19	23	16	29	102	77	45	42	69			460	541	1329
Audio	6	6	15	5	3	12	15	20	16	17			115	56	68
Other	0												0		
TOTAL	2393	2383	2563	2230	2041	5351	4522	2872	2902	3459	0	0	30716	21348	39121

Computer	50	41	94	59	67	78	69	78	127	125			788	1543	5045
Wireless	90	85	99	97	63	127	110	116	100	95			982	1123	1724
													1770	2666	6769

Reference Question	296	228	342	218	148	289	206	208	176	206			2317	2954	2653
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INTERLIBRARY LOAN

Books Loaned	342	339	406	340	373	305	316	338	371	348			3478	3708	548
Unfilled	1	2	2	1	1	3	0	2	3	2			17	29	9
Books Borrowed	206	255	267	195	206	262	292	187	283	264			2417	2236	828
Unfilled	0	6	2	0	0	0	0	1	0	1			10	0	8

NEW LIBRARY CARDS	24	23	25	23	67	119	45	30	53	29			438	218	360
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MATERIALS ADDED

Adult	64	113	89	106	70	54	59	63	42	72			732	620	747
Juvenile	71	66	86	70	59	45	62	69	67	71			666	786	789
TOTAL	135	179	175	176	129	99	121	132	109	143			1398	1406	1536

LIBRARY ATTENDANCE	696	666	892	736	872	1952	1778	1417	1211	1181			11401	7860	24302
Children	1122	2815	2999	2815	2913	2366	1485	1530	485	879			19409	8597	3778
Other	532	291	350	3585	1129	1726	1247	1455	706	284			11305	7143	228
TOTAL	2350	3772	4241	7136	4914	6044	4510	4402	2402	2344	0	0	42115	23600	28308

April Hernandez
DIRECTOR

ATTENDANCE

	J	F	M	A	M	J	J	A	S	O	N	D					
Vickie Luthi	+	EX	+	+	+	+	+	EX	+	+							2
Stephanie Mount	+	+	+	+	EX	+	+	+	+	EX							1
Lisa Fouts	+	+	EX	+	AB	+	+	+	+	+							2
Kate Morgan	-	-	+	+	+	EX	+	+	+	+							1
Frank Petsche	+	+	+	EX	+	+	+	+	+	+	EX						2
Lisa Coyne	+	+	+	+	EX	+	+	+	+	+							finish
Tamera Judd	+	AB	+	+	+	+	+	+	+	+	AB						1
Margo Rakes	EX	+	+	+	LI	+	+	+	+	+							1
Lisa Stoller	+	+	+	+	+	+	+	+	EX	+							1
Sherry Lauer	+	+	+	+	+	+	+	+	+	+							1
April Hernandez	+	+	+	+	+	+	+	+	+	+							

EX- excused

EO- early out

LI- late in

CA- cancelled

AB - Absent

October 2021 In person Virtual Engagement

Book Promotion			105
Book Sale	150		27
Flag Box			20
Bookmobile/Lions Club	4		59
Leos			
Finnstagram			98
KanRead	13		105
GHS Career Day	50		
KLA Presentation	34	26	
Pumpkin Patch	23	194 votes	483
Pumpkin Patch ST	33		35
12 to Try			
StoryTimes x 4	66	203	56
Bedtime StoryTime	35		7
Kits x 4	113		55
Teen Night	13		
TAB meeting	5		3
Book Edge Book Club	14		
Books & Blessings	4		
Traveling StoryTime x 5	132		
Dove	6		
Launchpad	12		
Fall Into Reading	17		
Humanities Kansas			5
Board meeting	10		
Friends & Foundation Meeting	6		10
	740	423	1068

35 programs



Goddard Public Library > Page Insights

Page Insights

Overview

Business Suite

Creator Studio

Followers

Ads

Likes

Reach

Page Views

Actions on Page

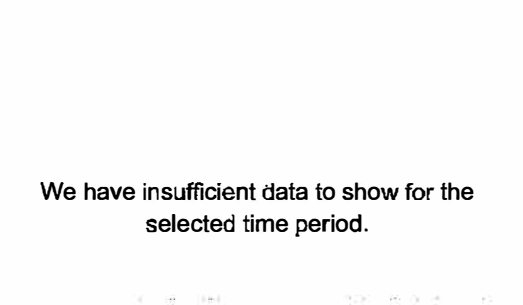
Posts

Promote

time zone of your ad account.

Actions on Page

October 6 - November 2



Post Reach

October 6 - November 2

10,126

People Reached 97%



Post Engagement

October 6 - November 2

1,700

Post engagement 142%



Page Views

October 6 - November 2

317

Total Page Views 102%



Story Reach

October 6 - November 2

Get Story Insights

See stats on how your Page's recent stories have performed.

[Learn more](#)



Videos

October 6 - November 2

367

3-Second Video Views 71%



Page Like

October 6

23

Page Like



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October 6

We hav

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October 6

25

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	A	B	C	D	E	F	G	H	I	J	K
1	GPL										
2	BUDGET REPORT										
3	9/30/2021										
4											
5	MONTH:										
6	9										
7	COLUMN:										
8	J										
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	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00
17	Automation/Internet										\$775.00
18	Maintenance		\$308.00		\$9.99	\$381.92			\$308.00		
19	Misc.								\$1,028.42		
20	Supplies	\$152.91	\$219.80	\$416.02	\$390.64	\$98.20	\$496.32	\$338.55	\$749.19	\$105.94	\$64.43
21	Utilities/Telephone	\$1,650.46	\$1,791.61	\$1,809.59	\$1,444.44	\$1,601.00	\$1,608.05	\$1,846.56	\$1,875.28	\$1,567.60	\$1,541.51
22	Materials	\$1,226.22	\$1,720.96	\$1,575.76	\$1,438.72	\$565.37	\$1,197.20	\$1,557.55	\$2,302.59	\$1,987.41	\$1,351.94
23	Community Relations	\$245.20	\$90.00	\$533.01	\$723.58	\$114.46	\$1,157.64	\$115.47	\$309.88	\$1,202.53	\$704.28
24	Programming	\$358.35	\$649.98	\$607.89	\$163.83	\$180.35	\$55.39	\$175.00	\$275.92	\$773.97	\$998.73
25	Technology	\$16.26	\$213.42	\$14.99	\$14.99	\$0.00	\$448.74	\$4.99	\$97.42	\$24.97	\$64.98
26	Continuing Education		\$25.00		\$45.00					\$720.50	
27	Licensing	\$387.00		\$106.00							
28	Memberships					\$15.00	\$287.00			\$189.00	
29	Mileage/Meals	\$31.28	\$80.50	\$98.56	\$85.56	\$109.03	\$22.43	\$24.04	\$69.70	\$35.54	\$136.18
30	Postage	\$55.00	\$643.81			\$55.00				\$119.00	
31	Website	\$156.87									
32	Capital Improvement	\$1,353.00									
33	Board Insurance/Bond						\$555.00		\$1,151.00		
34	Director Health Benefit	\$500.00	\$500.00	\$500.00	\$550.00	\$550.00	\$1,100.00	\$2.54	\$550.00	\$550.00	\$550.00
35	Payroll Taxes	\$2,250.51	\$2,149.83	\$1,946.49	\$2,009.62	\$1,951.62	\$2,152.52	\$2,288.82	\$2,200.04	\$2,086.55	\$1,916.34
36	Retirement	\$1,354.85	\$1,321.88	\$1,188.02	\$1,196.73	\$1,171.97	\$1,248.93	\$1,163.62	\$1,104.17	\$1,132.30	\$1,045.30
37	Salaries	\$7,333.83	\$7,236.83	\$6,408.73	\$6,578.38	\$6,422.57	\$6,701.67	\$7,098.33	\$6,777.49	\$6,786.39	\$6,298.03
38	Workman's Comp		\$254.00							\$50.00	
39	Unemployment	\$24.88			\$27.70			\$25.92			\$28.32
40	Bank Fee - Payroll								\$9.95	\$9.95	\$9.95
41											
42		\$17,216.62	\$17,325.62	\$15,325.06	\$14,799.18	\$13,336.49	\$17,150.89	\$14,761.39	\$18,929.05	\$17,461.65	\$15,604.99
43											
44									City	\$183,900.00	
45									carryover	\$21,353.00	
46									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	\$1,200.00	\$1,200.00	\$0.00	\$1,440.00	\$240.00		
17			\$141.67	\$141.67	\$775.00	\$1,416.70	\$641.70	\$1,700.00	\$925.00		
18			\$104.17	\$104.17	\$1,007.91	\$1,041.70	\$33.79	\$1,250.00	\$242.09		
19			\$8.33	\$8.33	\$1,028.42	\$83.30	-\$945.12	\$100.00	-\$928.42		
20			\$458.33	\$393.90	\$3,032.00	\$4,583.30	\$1,551.30	\$5,500.00	\$2,468.00		
21			\$1,333.33	-\$208.18	\$16,736.10	\$13,333.30	-\$3,402.80	\$16,000.00	-\$736.10		
22			\$1,087.50	-\$264.44	\$14,923.72	\$10,875.00	-\$4,048.72	\$13,050.00	-\$1,873.72		
23			\$83.33	-\$620.95	\$5,196.05	\$833.30	-\$4,362.75	\$1,000.00	-\$4,196.05		
24			\$175.00	-\$823.73	\$4,239.41	\$1,750.00	-\$2,489.41	\$2,100.00	-\$2,139.41		
25			\$266.67	\$201.69	\$900.76	\$2,666.70	\$1,765.94	\$3,200.00	\$2,299.24		
26			\$33.33	\$33.00	\$790.50	\$333.30	-\$457.20	\$400.00	-\$390.50		
27			\$41.67	\$41.67	\$493.00	\$416.70	-\$76.30	\$500.00	\$7.00		
28			\$33.33	\$33.33	\$491.00	\$333.30	-\$157.70	\$400.00	-\$91.00		
29			\$58.33	-\$77.85	\$692.82	\$583.30	-\$109.52	\$700.00	\$7.18		
30			\$125.00	\$125.00	\$872.81	\$1,250.00	\$377.19	\$1,500.00	\$627.19		
31			\$29.17	\$29.17	\$156.87	\$291.70	\$134.83	\$350.00	\$193.13		
32			\$112.75	\$112.75	\$1,353.00	\$1,127.50	-\$225.50	\$1,353.00	\$0.00		
33			\$83.33	\$83.33	\$1,706.00	\$833.30	-\$872.70	\$1,000.00	-\$706.00		
34			\$600.00	\$50.00	\$5,352.54	\$6,000.00	\$647.46	\$7,200.00	\$1,847.46		
35			\$2,000.00	\$83.66	\$20,952.34	\$20,000.00	-\$952.34	\$24,000.00	\$3,047.66		
36			\$1,166.67	\$121.37	\$11,927.77	\$11,666.70	-\$261.07	\$14,000.00	\$2,072.23		
37			\$9,583.33	\$3,285.30	\$67,642.25	\$95,833.30	\$28,191.05	\$115,000.00	\$47,357.75		
38			\$41.67	\$41.67	\$304.00	\$375.30	\$71.30	\$500.00	\$196.00		
39			\$12.50	-\$15.82	\$106.82	\$112.50	\$5.68	\$150.00	\$43.18		
40			\$0.00	-\$9.95	\$29.85	\$0.00	-\$29.85	\$0.00	-\$29.85		
41											
42	\$0.00	\$0.00									
43											
44											
45			\$17,699.41	\$2,869.09	\$161,910.94	\$176,940.20	\$15,029.26	\$212,393.00	\$50,482.06		
46					\$161,910.94	\$159,294.75	\$15,029.26		\$50,482.06		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Grant/Donation	Amount	Items	January	February	March	April	May	June	July	August	September	October	November	December
2															
3	SCKLS	\$1,186.00	Materials, Programming												
4	Levand	\$6,300.00	programming, tech					\$2,111.57	\$2,421.92	\$756.45	\$1,010.06				
5	Book Festival		Technology												
6	State Library KS Notable	\$79.00									\$79.00				
7	PLA III	\$4,500.00	Intern/laptop						\$1,067.50	\$1,145.00	\$1,790.00		\$80.00		
8	NNLM	\$1,942.00	StoryWalk, Salad in a Jar	\$140.80	\$195.80	\$1,274.72									
9	SCKLS Tech Grant	\$2,027.39							\$462.88		\$98.00				
10	SCKLS Digital Access	\$1,000.00	Zoom/Overdrive					\$14.99	\$14.99	\$14.99					
11	ARPA grant	\$25,000.00									\$25,000.00				
12	KSHRAB grant	\$2,723.00	Digitization									\$1,149.99	\$1,425.41		
13	SHARPS Grant	\$7,475.00	payroll,laptop,zoom,utilities												
14															
15	FFGPL	\$795.00	Beanstack 2021	\$795.00											
16	FFGPL	\$230.00	2 x Literacy Kits								\$173.24				
17	Pathway Church	\$451.28	4 x Literacy Kits		\$88.47		\$362.81								
18	Lion's Club	\$314.81	WAW 2021-2022		\$314.81										
19	Goddard Puppet Ladies	\$112.00	Literacy Kit				\$19.98								
20	Goddard Woman's Club	\$227.00	2x Literacy Kit												
21	Board	\$230.00	2x Literacy Kit					\$223.72							
22	Kelsi Smith	\$112.00	1x Literacy Kit						\$112.00						
23	SCKLS new program	\$500.00					\$284.97	\$215.03							
24	FFGPL	\$875.00	upgrade sign						\$875.00						
25	Lion's Club	\$500.00	4 Literacy kits								\$500.00				
26	Gail Jamison	\$112.00	1 literacy kit									\$112.00			
27	Womans Club	\$115.00										\$115.00			
28	1st National Bank Hutch	\$115.00							\$115.00						
29	payment for replacing item	\$14.50										\$14.48			
30	payment for replacing item	\$10.55											\$10.55		
31															
32	SRP														
33	Collier Agency	\$100.00						\$35.49		\$64.51					
34	T&T	\$1,000.00							\$809.93	\$190.07					
35	W Wichita Opt	\$400.00							\$385.00	\$15.00					
36	Goddard Vet	\$200.00				\$200.00									
37	Tmobile	\$400.00						\$225.00	\$175.00						
38															
39	Vrana	\$100.00	garden					\$100.00							
40	Home Depot	\$172.00	Garden												
41															
42		\$59,318.53		\$935.80	\$599.08	\$1,474.72	\$667.76	\$2,925.80	\$6,439.22	\$2,186.02	\$28,650.30	\$1,391.47	\$1,515.96	\$0.00	