

The Atchison County Library Board met on August 18 at 9:30 a.m.

They first held a separate meeting for the tax levy hearing.

The board's regular meeting started at 9:55 a.m. Those present were President Janet Griffin, Lydia Hurst, Vicki Pearson, Cathy Lien, Jayne Martin, Carol Clark and Jennifer Roup.

The agenda was reviewed. Janet Griffin asked for a motion to accept the agenda as presented. Vicki Pearson moved to accept and Cathy Lien seconded. Motion carried.

The July minutes were reviewed. Janet Griffin asked for a motion to accept the minutes. Cathy Lien made a motion, Jayne Martin. Motion carried.

The July budget was reviewed. Janet Griffin asked for a motion to accept the minutes. Jayne Martin made a motion to approve, Lydia Hurst seconded. Motion carried.

July expenses were reviewed. There was a discussion on the landscaping maintenance bills. Lydia Hurst noted she would talk to the school about the possibility of sharing a mowing service with them since they are so close in proximity. Everyone talked about the cleaning bills and it was decided the Jennifer Roup will ask the Resource Center cleaners to stop cleaning before events and only come to clean after an event has been held there. Janet Griffin asked for a motion to approve the expense report. Jayne Martin made a motion, Lydia Hurst seconded. Motion carried.

Carol Clark presented the August expenses for the month so far. The lawn care for Tarkio was discussed. The budget for this needs to be paired down if possible. Carol Clark needs a larger monitor for her computer. The board approved the purchase of a 27-inch monitor from Midwest Data.

Jennifer Roup brought new business to the board. There is a computer that is no longer working. It was decided that because we may be moving eventually, we should not replace the computer. There are two other working computers and it is rare that all three computers are used at once.

New business also included the discussion of hiring a new employee for the Fairfax Library. Jennifer Roup presented a job description for a "Branch Clerk" which described the job duties for a part time employee to work solely at the Fairfax library. They all discussed what hours the library should be open based on months of counting patrons. It was decided that the library would be open Tuesdays, Wednesdays and Thursdays.

Old business that needs addressed was discussed, starting with foundation issues at the Fairfax library. The first estimate from Thrasher was expensive so the board decided to continue looking for advice on how to stop the rain water from draining into the neighbor's yard.

During the meeting, a letter from a former employee was delivered to the board. The board read the letter aloud. It was decided that president Janet Griffin would respond to the letter thanking the former employee for her input.

Jennifer Roup gave a director's report and discussed the income from the kite festival. Reportedly, there were approximately 600 people in attendance and it was deemed a success. To date, the kite show raised \$11,213.13. There are still donations from vendors to account for. Everyone agreed that the library should hold the kite show again in 2026.

Meeting was adjourned at 11.45 a.m. The next meeting will be Monday, September 15, 2025.