

ATCHISON COUNTY LIBRARY BOARD MEETING
JULY 15, 2024

The Atchison County Library held its monthly board meeting on July 15, 2024 at 9:30 a.m.

Those present were board President Janet Griffin, Vicki Pearson, Lois Powell, Jayne Martin, Carol Clark and Jennifer Roup.

The agenda was read and a motion was made to accept by Vicki Pearson and seconded by Lois Powell. All votes aye.

June Minutes: Reviews and approved, motioned by Lois Powell and seconded by Jayne Martin.

June Budget: The budget was reviewed and approved, motioned by Jayne Martin and seconded by Vicki Pearson.

July Bills: The board approved the previous month's bills. Motioned made by Vicki Pearson, seconded by Lois Powell.

August Expenses: The board reviewed the expenses for August thus far.

Janet Griffin updated the board members and staff that the library has successfully purchased the plot next to the Rock Port Library, 203 Main Street, through private purchase. She reported that plans are forthcoming regarding a possible new construction and demolition project. The next step will be to hire a boundary surveyor.

Jennifer gave her director's report:

Summer Reading Recap - Our highest number recorded was 86 children in one day. It was a success. Next year, we need more volunteers and a more thought-out plan for giveaways and will most likely look into a different entertainer and not do Mad Scientist next year.

Employee In-Service-At Tarkio Resource Center, Wed. July 31, 9 a.m.- 3 p.m. all branches will be closed. The board will meet us for lunch at 12:00 p.m.

The State Aid has been turned in for the year.

The Back to School Fair- Amanda Vette will have a booth July 23 at Tarkio Community Building

Third Thursdays will begin again in September, not August as earlier stated.

Book Chats will begin in September

Landscaping is done at Tarkio.

Drainage work is done at Tarkio.

Jennifer reported she put a pause on the outside work on the metal paneling. It was fixed by John Rightsell.

Security Cameras- should we look into having them on the outside the libraries? The board approved looking into the cost of Midwest Data for security cameras to be installed at all libraries.

Jennifer's next project will be to create an Employee Handbook with the guidance of the American Library Association and examples of other libraries. This includes things like a chain of command, bereavement leave, job descriptions, director expectations, dress code and more. She feels that having this in place will help guide employees in the right direction and gives us a sturdy platform to share our expectations.

Janet Griffin made a motion for the board to move into executive session, motion carried by Jayne Martin, seconded by Vicki Pearson.

Janet Griffin made a motion to move out of executive session, motion carried by Vicki Pearson and seconded by Lois Powell.

After leaving the executive session, Lois Powell made a motion to end the meeting and Jayne Martin seconded.

The next meeting will be August 19 at 9:30 a.m.