

March 17, 2025, 9:30 a.m.

The Atchison County Library Board met on March 17, 2025 at the Rock Port Library. Those in attendance were President Janet Griffin, Director Jennifer Roup, Vicki Pearson, Lois Powell, Jayne Martin and Cathy Lien.

The agenda was reviewed and no changes were needed. Janet Griffin requested a motion to accept the agenda. Vicki Pearson made a motion to approve, Lois Powell seconded. All votes aye. Motion carried.

The minutes were reviewed and no changes were needed. Janet Griffin requested a motion to accept the minutes. Lois Powell made the motion, Cathy Lien seconded. All votes aye. Motion carried.

The February budget was reviewed. The CB&T CDs were reviewed and it was decided that the board would again put funds into a new CD when it matures in May. Janet Griffin asked for a motion to for a decision to be made to move money from the current CD into another CD with the best possible rate available. Cathy Lien moved to do so, Jayne Martin seconded. All votes aye, motion carried.

January expenses were discussed. Vicki Pearson asked about the invoices for the cleaning in Tarkio. Jennifer Roup explained that the cleaners for the Tarkio Resource Center are needed because of the weekly cleaning and they also act as liaisons between Jennifer Roup and the Resource Center's needs. Janet Griffin asked for a motion to approve the expenses. Jayne Martin moved, Vicki Pearson seconded. All votes aye, motion carried.

The board discussed the new library construction. Gregg Sieffert and Aaron Sutterheim joined the board meeting via telephone conference to give the board an update on the outdoor rendering. They discussed the changes that were made in order to cut costs on the project. It was decided to use corrugated metal siding on the roof but not on the entire back side of the building. Janet Griffin asked them for a full explanation of how they were going to deal with the natural spring that is expected to be underneath the Opp hotel. They have the following explanation:

*"The Opp and the and neighboring building both have basements, and our understanding is that water will only come in during a rain for both of those. This leads us to thinking that there is not a continuous spring flowing into those basements. Instead, it sounds more likely that it would be ground water flow only at the time of a rain, and it may even be a matter of needing better surface water management around the buildings. For the new library building we will be taking an approach of managing surface water and using waterproofing methods for the construction of the basement. Here is a list of the design strategies that we will be implementing:*

- Directing rainwater from the new library roof to drain towards Main Street.*
- Directing the landscaping around the new library to drain towards Main Street.*
- We will be running piping under the new Main Street sidewalk in-order to accomplish the above 2 strategies.*
- At the new library basement walls, we are designing it to have PVC water stops at all concrete joints.*

- Towards the outside of the new library basement walls we are calling for a waterproof coating to be applied.*
- We will also call for drain tile to be placed around the basement walls and drainage piping under the basement slab.*
- All drain tile and drainage piping will be directed to a sump pit that is onsite, but away from the basement.*
- The sump pit will have a sump pump and a backup sump pump.*
- The sump pumps will drain towards the combined sanitary sewer and storm piping under Mill Street. All the above strategies are managing water outside of the basement walls and floors. In addition, they are using waterproofing construction methods for the basement walls and floors. We like to think of this as a kind of belt and suspenders approach, where if one system fails another will act as a backup.*

*During the demolition of the Opp, we will look at the demolition pit to see if there is continuous water flow into it. We think that this is unlikely. If it is the case and the construction site for the new library would need to be de-watered then at that point, we need to talk about maybe not having the basement. For some context, de-watering a site is where temporary wells have to be placed around the excavation pit during construction in-order to keep a construction pit from filling up with water. We think this is unlikely to be the case since the Opp only has water problems during a rain."*

The board and the architects agreed that a public meeting would be held in April. Jennifer Roup will work with them to set the dates. There will be one at noon at Tarkio and one in the evening in Rock Port to give residents more than one option to attend.

Janet Griffin said that she recommends that we create a financial committee for consultation on fundraising. The board discussed several considerations and everyone was assigned individuals to reach out to.

Fundraising for the new library was discussed. Jennifer Roup announced that a date for the approved Kite Festival was agreed upon with the Mayor of Tarkio, Jeff Agnew, and Jennifer's contact at the Tarkio Airport, Brooks Hurst. Sponsorship levels, time lines and initial plans were discussed. The event will be held at the Tarkio Airport on August 9, 2025.

Jennifer Roup gave a report about maintenance issues at the branches. There have been several problems with the bathrooms in Tarkio. One of the bathroom's floor tiles needs to be repaired after a leak. List of potential people who could help were listed. Issues with communication about snow removal led to the decision that next year, the board will ask for bids for snow removal for the branches.

Jennifer Roup reported that Shelby Hurst has accepted a job position as a library assistant. This part-time position is for 20 hours per week and her time will be split between all three branches and she will also be the set substitute for the other librarians. She will start on April 1, 2025.

The board voted to go into executive session at 11:45 a.m. The board adjourned the executive session at 12:30 p.m.

Janet Griffin asked for a motion to adjourn the meeting. Vicki Pearson moved and Lois Powell seconded. All votes aye, meeting adjourned.

The next meeting will be April 21, 2025.