

Dodge City Public Library Board Meeting

June 27, 2017

Dodge City Public Library Friends Room 4:00 p.m.

Board Members present: Jeff Forrest, Beth Love, Paula Ripple, and Hazel Mead

Board Members absent: Hailey Zimmerman, Jane Holwerda and Pat McLaughlin

Other present: DCPL Director Brandon Hines and HR/Finance Manager Jessica Iglesias.

Call to Order. The monthly meeting of the Dodge City Public Library Board was called to order at 4:05 p.m. by Chairman Jeff Forrest.

Approval of Agenda: Beth made a motion to approve the agenda with no additions. Paula seconded the motion. Motion carried unanimously.

Public Comments: None

Consent Calendar:

- May 23, 2017 Board Minutes
- Budget summary for month ending May 31, 2017
- Approval of bills and payrolls from June 13, 2017 to June 27, 2017.

Hazel moved to approve the consent calendar as presented. Paula seconded the motion with additional bills. Motion carried unanimously.

Presentations/Reports/ Announcements: None

Director's Report:

- A. The report contained updates regarding Facilities, Staffing, Technical Services update, Summer Reading, Library Visits, Author Tom Clavin, Southwest Kansas Library Systems, and Outreach/Community Engagement.

Old Business:

- A. Kansas Heritage Center – Paula made a motion to approve the Memorandum of Agreement between USD 443 and Dodge City Public Library to establish a work group for the purpose of crafting a plan and contract for the transfer of the Kansas Heritage Center from USD 443 to the Dodge City Public Library before October 31, 2017. Beth seconded the motion. Motion carried unanimously.

New Business:

- A. Bank Account Changes – Jessica presented new bank account information and changes to the board.
  - i. Beth made a motion to open an advantage money market account with Fidelity Bank to be funded by transferring the entire amount on deposit from Fidelity Bank checking account #4108. Fidelity Bank checking account #4108 is then to be closed. Paula seconded the motion. Motion carried unanimously.
  - ii. Beth made a motion to consolidate Sunflower Bank accounts by closing Sunflower Bank account #0012, Sunflower Bank account #5308 and Sunflower Bank account #5272. Funds from those accounts are to be transferred to Sunflower Bank checking account #5290 and Sunflower Bank Money Market account #0403 as the Director and Finance Manager deem appropriate. Paula seconded the motion. Motion carried unanimously.
  - iii. Beth made a motion to close Centera Bank acct #4291 and Centera Bank acct #4970. Funds from Centera Bank accounts will be transferred to Sunflower Bank account #5290. Paula seconded the motion. Motion carried unanimously.
  - iv. Beth made a motion to enroll in Direct Deposit and Positive Pay services for Sunflower Bank checking account #5290. Paula seconded the motion. Motion carried unanimously.
- B. Technology Use Policy – Beth made a motion to approve recommended updates to the library technology use policy with additions to letter D subcategory i to include “or next open computer”. Paula seconded the motion. Motion carried unanimously.
- C. Paula made a motion to formally compliment all staff members on their increased efforts in library programs and for participating in a variety of community events and groups. Beth seconded the motion. Motion carried unanimously.

Next Meeting: July 25, 2017, at 4 p.m. at the Dodge City Public Library Friends Room.

Adjournment: Jeff adjourned the meeting at 5:00 p.m.

Approved (Date) \_\_\_\_\_ Board Chair \_\_\_\_\_ DCPL Director \_\_\_\_\_