



AGENDA
Park City Public Library
Monthly Meeting
Date May 11th 2023 7:00 PM

- a. Call the meeting to order
- b. Pledge of Allegiance
- c. Roll Call
- d. Approval of Agenda
- e. Approval of the Consent Agenda
 1. Minutes of the Meeting of 4-13-2023
 2. Treasurer's Report
 - a. Balance Sheet \$665,134.42
 - b. Profit and Loss -\$19,385.75 April, \$79,411.43 year to date.
 - c. EFT Transactions \$6,333.34 April \$34,526.57
 - d. Payroll Report \$12,548.26
 - e. Bank and Credit Card Reconciliations
- f. Comments from the Board
- g. Library Director's Report and Communications
 - a. Marilyn and I went to a Friends of the Library meeting in Derby. We will be looking to expand out Friends group. I have a couple of ideas on people to approach about getting the group expanded and more active
 - b. I actually haven't had time to learn much about the OBS software, will be spending some evenings on it soon though.
- h. Committee reports
 - a. Capital Improvements.
 - i. Report?
 - ii. Really would like the door out of circulation on the east side..
 - b. Old Business Shred-it.
 - i. Several libraries offer shredding to their patrons. Emily brought us an item from the Shred-it company. The cost is either \$90 Dollars or \$70 based on size of machine the 18 gallon or the 32 gallon. There is no rental fee, but you must notify them in advance if you want to skip a monthly pickup. Cost would be \$840 and \$1080 a year respectively.

I did not sign the contract with Shed-It. After going over the contract I wanted a bit more input from the board. The contract is

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for 3 years. If you cancel the contract in that time, you have to pay 50 percent of the monthly fee for the remaining months of the contract.

- c. Short story printer/kiosk
 - i. Received a quote on the Short Story. It looks like a nice item. You can add local authors and comics and blog posts and just about anything you like. Everything has a monthly price and once added up the yearly set up is pretty steep. First year would run about \$11,184.00 and the next year would be \$3274.00 and continuing. My recommendation is to let Wichita live with it for a year and then see how they like it.
 - ii.
- i. New Business
 - a. Starting June 5th and for 6 weeks on Monday nights at 7:00 pm we will be holding a class on using Ancestry.com. We contacted the Cherokee Land Rush Museum on Arkansas City. They were more than willing to put Ancestry on our public use computers at a cost of \$10.00 each for a year. The director, Sandy Randel, is willing to come to at least the first class and if she can get here calendar worked out, she will come for all of them.
I will need two checks, one for \$100.00 to the museum and one for Sandy. It is a 140-mile round trip from Arkansas city to the library. Travel time and class time will be about 4 and a half hours. I would like to give her \$150 for gas and her time.
 - b. Mathew's last day will be Friday the 15th. We will have a cake. Our policy calls for those called up to receive up to 30 days leave with pay. He also has 56 hours of vacation but I am not sure if he plans on using it.
 - c. Marilyn and I are looking at doing a "Children's Garage Sale", don't like the name, we are working on it. We will have snow-cones and popcorn and the children will bring their toys and games and sell, trade and swap them. This is not a money maker for Friends or the library, this is a bring people in event. We are hoping for the 2nd or 3rd week of June.
 - d. Summer reading club starts the first week of June and I will have performer checks to be signed as soon as the contracts come in.
- j. Sign minutes, reports and reconciliations
- k. ADJOURN

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