



AGENDA
Park City Public Library
Monthly Meeting
Date November 9th 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 October
 2. Treasurer's Report
 - a. Balance Sheet \$786,171.22
 - b. Profit and Loss -\$2,041.97 October, \$172,516.09 year to date.
 - c. EFT Transactions \$3,553.86 October \$72,665.74 year to date.
 - d. Payroll Report \$11,656.12
 - e. Bank and Credit Card Reconciliations
- f. Comments from the Board
- g. Library Director's Report and Communications

Notorious was visited by a few hundred people and enjoyed by all. The next Smokey Hill Museum Traveling Display centers around those who came to Kansas from 1850 to 1900. Interesting but requires 750 square feet. Our Room is about 450 sq. ft. so, it would have to go in the basement, so I think it would not work well. Mathew sent a text on Friday saying his last class started last week so he should be back in 5 to 6 weeks. So we should see him before Christmas.
- h. Committee reports
 - a. Capital Improvements.
 - i. Report on Painting. Colors selected for the walls.
 - ii. Grisham will add \$1000 to the cost to move all the books and shelving from the walls and put them back.
 - iii. We have had the cold air intake vent covers replaced, they look much better. The drain system on the north-west corner of the building should be done next week
 - iv. 3D electric reports they have sent photos to the manufacturer of the flashing light and they should ship us a new one and then we ship the old one back.

2107 E. 61st. N.
Park City, Kansas 67219-1904
316-744-6318 Voice
316-744-6319 Fax
www.parkcitypubliclibrary.com



- v. I am looking for new Children's Magazine Rack. There are several nice ones to be had for between \$500 and \$1000.
- i. Old Business
 - a. We ordered the library bags. Everyone seems quite pleased with them. We split the cost evenly with Friends. The total with set up and shipping was \$614.91
 - b. The Director's position was posted on Indeed on the 1st of November and on the Statewide Librarian Email Reflector on November 3rd.
- j. New Business
 - a. Review of the Vacation and Sick leave policies and the separation policy. I have included ours and the city's.
 - b. Review Health Policies and what we offer. Currently we only offer single coverage for full time employees. The city is offering a wide range of coverage. I have included an breakdown of the costs over a range of salaries.
 - c. Discuss outsourcing the web page.

Matt Helmick

Helmick Media & Logistics

hmlwichita.com

mhelmick@parkcityks.gov

(316) 530-3219

\$3,000 to set up the web page, and monthly fee (as yet unknown) to manage and update.

- k. Sign minutes, reports and reconciliations
- l. ADJOURN

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