



AGENDA

Park City Public Library
Board Meeting
October 8, 2026, 7pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Minutes
6. Treasurer's Report
 - a. Budget Report / P&L
 - b. Bank Balance
7. Director's Report
 - a. Updates & News
 - b. Programs & Events
 - c. Monthly Statistics
8. Old Business
 - a. KLA Conference October 28-30
 - b. FOL Book Sale Update
 - c. Board Members Update
9. New Business
 - a. Midwest Tape Account
 - b. Bed Bug Dogs
 - c. AED/CPR Device and Training
 - d. Library Board and Networking Webinar SCKLS
 - e. KPERS Designation of Agent
10. Executive Session
11. Adjournment

*Next meeting will be November 12th, 2026 at 7pm

AGENDA
Park City Public Library
Board Meeting
October 8th, 2026, 7pm

Minutes of Meeting:

DATE: 10-8-26

The meeting was called to order at: 7:47 pm by John Lehnherr

Pledge of Allegiance: Kim Jantz

Attendance (Roll Call): Mercedes Lubbers

Scott Emonds	P	Kim Jantz	P	Mercedes Lubbers	P	John Lehnherr	P
Larissa Modean	P	Cindi Salmans	P	Jason Brabander	A		

(Use present, late, absent)

AGENDA: Motion to approve Agenda was made by John Lehnherr, Scott Emonds 2nd the motion, all ayes, 5-0

Minutes:

Motion to approve minutes for September 10th regular meeting: John Lehnherr

Motion seconded by: Scott Emonds

Motion passes: 5-0

Treasurer's Report:

- a) P & L reports along with Syndeo payroll reports included in packet. Larissa worked with Scott for a more comprehensive P&L report with percentages of money used and in budget.
- b) Bank Balance is currently: \$698,231.93

Director's Report: See details of report included in packet for October 2026

- a) Packet includes monthly statistics for the Park City library up to October 2026
- b) Professional Development & Meetings: see in prior month's packet
- c) Grants: received second half of SCKLS Grant in Aid
- d) New Staff: hired 2 new staff members: PT Circulation Clerk & FT Library Aide
- e) Outreach: Kai's Homebound Delivery program going well
- f) Building Updates: Sprinklers set to be winterized week of Oct 19. Tile flooring set to be stripped/waxed Oct 12
- g) Friends of the Library: Sept meeting cancelled, next meeting on Tues Oct 13 and to occur monthly. Friends of the Library sale went well, patrons asked for it again - aiming to offer yearly. They made just under \$900 from the sale.
- h) Upcoming Programs and Events: see in prior month's packet with director's report

Old Business:

- 1) Board Members Still Needed: Two board member positions have come open to be filled. Library has posted on Facebook and other media outlets for applications to be considered.

New Business:

- a) Midwest Tape Account: Larissa set up a free account to check rates comparative to current DVD purchasing method (Amazon). Current method appears cheaper and will be sustained at this time.
- b) Bed Bug Dogs: Currently, the library has a heat tent for immediate treatment of book materials identified to have bed bugs. No current service for bed bug inspections or treatment. Other libraries such as Mulvane, El Dorado, and August used Bed Bug Dogs quarterly and all have had instances of bed bugs in the past. Request from the board to Interim Library Director to source estimates from 3 other services for inspection and/or treatment costs before deciding.
- c) AED/CPR Device & Training: Grant available to help purchase AEDs. Larissa will look further into this grant as the board thinks this is a good opportunity.
- d) SCKLS Webinar: Larissa provided inform of an upcoming board networking webinar opportunity taking place Oct 19, 5-7pm online or in-person at Mulvane
- e) KPERs: Larissa cannot make any changes because the designee was still former library director Julie. Paperwork stated she needed mayor's signature. May was in attendance and signed paperwork making Larissa the KPERs Designated Agent for the Park City Library.
- f) **Executive Session:** 8:06pm – 10 minutes to discuss library personnel matters. End executive session at 8:20pm

No binding action was taken during or at the end of the executive session.

John Lehnherr moved to continue with Larissa Modean as Interim Library Director with an authorization to increase pay to \$25 an hour going forward immediately and with back-pay dated starting 9/6.

Mercedes Lubbers 2nd the motion, all approved, 5-0

Motion to Adjourn by: John Lehnherr

Motion Second by: Scott Emonds

Motion passes: 5-0

Time: 8:25pm

Next Meeting: November 12th, 2026 at 7pm.