



The Thursday, December 14, 2023, meeting of the Emporia Public Library Board of Directors was called to order at 4:23 by Jesse Lobbs, Chair. Present were board members Jesse Lobbs, Scott Capes, Sarah Wyrick, Steve Younger, Heather Caswell, Bobbie Sartin Long, Caron Daugherty, Mayor Susan Brinkman; and Library Director Pauline Stacchini.

The Board approved the agenda (MSP Capes/Brinkman 7-0)

Public Comment: none

The Board approved the consent agenda, including minutes and reports. (MSP Brinkman/Caswell 7-0)

Treasurer's Report: 100% of expected revenue has been received from the City of Emporia and Lyon County. Payroll expenses for December will be 1.5x the average month due to 3 payrolls and being fully staffed. The Treasurer anticipates about \$50k leftover by the end of the year. The Board accepted the financials for November. (*I neglected to note the motion and second. It passed 7-0*)

Unfinished Business: Committee reappointments.

There was discussion about how best to reappoint committees, with a suggestion of a poll for board members to rank their preference. Motion was made to go through the list now. (MSP Wyrick/Capes 7-0)

Budget/Finance committee will consist of Steve, Jesse, Bobbie and Pauline; Building and Grounds: Mayor of Emporia, Sarah, Heather, Pauline; Personnel: Scott, Jesse, Caron, Pauline; Policy: Scott, Caron, Heather, Pauline. Strategic Planning committee is now dissolved and includes all Board members. Approval of new slate: (MSP Capes/Caswell 7-0)

New Business:

Director's report: Stacchini reported on the duties and roles of the director and assistant directors: Personnel Management; Customer Service; Facilities Management; Technology Management; Librarianship; and Leadership. Stacchini plans for the new

assistant directors to cover Facilities and Technology. She plans to continue to cover the other duties, and to transition to more time on leadership.

Business updates:

*Lyon Co Law Library MOU is stalled.

*Library has received an MOU from the City for the booklocker.

*Newsletter redesign. Spanish language will be removed, with a separate 1-sheet Spanish calendar to replace it. The newsletter and Spanish calendar will be designed and produced in-house.

*Community survey questions for newsletter. Stacchini presented survey questions, and took suggestions from the board.

*Review of Gift and Memorial Policy: Motion made to table until Board sees the before and after of editorial changes. (Capes/Daugherty. 7-0)

*Review Emergency Succession Policy: Motion made to table until Board sees the before and after of editorial changes. (Capes/Brinkman 7-0)

*Sunflower eLibrary MOU with NWKLS: MOU accepted. (Younger/Capes 7-0)

*Executive Director Evaluation: Lobbs will send link to a survey of various areas of the Executive Director's performance. He presented a timeline for receiving and compiling the results, discussing them with Stacchini, and reporting to the complete Board.

Friends Report: Foyle reported that all library staff received a \$10 Main Street gift certificate from FOL for Christmas. There will be a Valentine's 1-day sale of romance books, on Feb 10. The spring sale will be April 5-10, and will be open one hour later in the evenings.

Board Comment: Lobbs thanked Mayor Brinkman for her service on the Board. A new mayor will be joining us in January.

The meeting was adjourned at 5:38 p.m.

The next Board meeting will be Thursday, January 11, 2024, at 4:15 p.m.

Respectfully submitted, Sarah Wyrick, Secretary



Board Chair



Board Secretary