



The Thursday, Sept 14, 2023, meeting of the Emporia Public Library Board of Directors was called to order at 4:15 p.m. by Jesse Lobbs, Chair. Present were board members Scott Capes, Heather Caswell, Susan Brinkman, Sarah Wyrick, Bobbi Sartin Long, and Steve Younger; Library Director Pauline Stacchini, Friends of the Library liaison Harvey Foyle, and technical services employee, Craig Carlson.

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

**Public Comment:** none

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

The Board accepted the financials for August. (MSP Capes/Brinkman 7-0)

Audit 2022: 20% of the Budgeted Funds for EPL (i.e. \$237,218) is eligible for transfer to Capital Outlay, however, after tabulating the recent invoice from 2022 received from Evergreen, the amount of budgeted funds that were not spent in 2022 is \$119,611.03 (actual deduction of invoices from 2022 corrected the figure to \$110,495.16). Stacchini proposed purchasing a new office furniture, book return, book carts, and foyer benches - using approximately \$30,000 of that amount. Younger said accounting would be simpler if all of the \$119,611.03 (actual is \$110,495.16) is moved to Capital Outlay, then what is needed for the purchases is paid for with that account's funds. (MSP Scott/Brinkman 7/0)

The audit was accepted. (MSP Younger/Caswell 7-0)

### **Unfinished Business**

We welcomed new Library Board trustee Bobbie Sartin Long. Members introduced themselves.

New standing committees were appointed. (Per the bylaws, chair and director are on every committee.)

Budget/Finance: Lobbs, Younger, Sarton Long, Stacchini  
Building and Grounds: Lobbs, Brinkman, Wyrick, Stacchini  
Personnel: Lobbs, Capes, Daugherty, Stacchini  
Policy: Lobbs, Capes, Daugherty, Stacchini  
Strategic Planning: Lobbs, Caswell, Brinkman, Stacchini

Meeting Room Policy: The policy, as updated by the policy committee, was reviewed and approved by the EPL's attorney, with minor changes. Stacchini clarified that Meeting Room policies can dictate the time, place, and manner but not the content of the meeting. (MSP Capes/Caswell 7-0)

### **New Business**

Staff Presentation: Craig Carlson introduced himself. He is in charge of technical services. Among many other duties, he administers Apollo (the database of patron information and materials), purchases and processes materials, handles the Gift and Memorial funds, administers the Meeting Room, and is the internal control for EPL funds.

### **Director's report**

Budget 2024. The library will receive the \$200,000 requested from Lyon County. Some costs still not determined, such as: server replacement or City Maintenance Contract. Libby may be more expensive in 2024 should EPL leave the Sunflower eLibrary consortium and become independent.

NCKLS Contract: We are a contracting library, not a taxing library, which means Lyon County does not collect taxes for NCKLS, but rather individual libraries in Lyon County must pay for their contract with NCKLS. Our contract for 2024 is \$1300 with \$500 coming back to us in professional development grants (the only grant that Contracting Libraries are eligible for from NCKLS). Motion to pay 2024 contract: (MSP Younger/Brinkman 7-0.)

**Friends Report:** Harvey reported that FOL was audited with positive results. They plan to buy an "open" banner or flag, also vinyl letters to replace the paper ones currently in the windows.

**Board Comment:** Brinkman reminded the board of the Oct 10, 6:30 p.m. candidate forums for Board of Education and City Commission at FHTC.

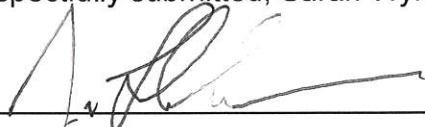
Lobbs attended the beer brewing program at the library. He said it was well-attended.

Wyrick mentioned the Banned Book reading club at Lyon County History Center, starting in October. Stracchini advised that the library will be happy to source any books needed.

The meeting was adjourned at 5:45 p.m.

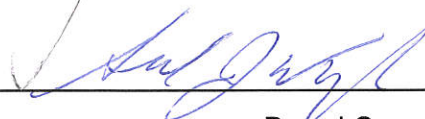
The next board meeting will be Thursday, October 12, 2023, at 4:15 p.m.

Respectfully submitted, Sarah Wyrick, secretary.



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Board Chair



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Board Secretary