

Minutes of the Hays Public Library (HPL) Board Meeting

December 13, 2023

The meeting was called to order at 4:00 pm by Katherine Wolfe, Chair.

Present Board Members	Katherine Wolfe	Amy Feauto
	Joe Lohmeyer	Emily Roth
	Brandon Hines, Director	Shelley Bryant
	Patti Park	Shaun Musil

Absent Board Members      Mary Toepfer

Guests      Katie McCall, Jeanne Peyton

Public Comment      None

Presentation      None

Consent Agenda      After discussion, it was moved and seconded (Bryant/Park) to accept the November 15 2023 minutes, the November Bills and Financial Reports, and Department Reports and Statistics as presented. Motion passed unanimously.

Director’s Report      Included in packet

Unfinished Business

- a. Basement Remodel. Presented by Brandon Hines (discussion). Brandon hopes in January a preliminary design agreement will be in place to potentially go out to bid in spring, and project to start after summer reading.
- b. Strategic Plan (discussion). Presented by Jeanne Peyton, HPL Vista Intern. Jeanne shared with the board Savannah data and how it will be utilized by the HPL.
- c. Certificate of Deposit (action). Presented by Katie McCall. After discussion, it was moved and seconded (Feauto/Roth) to establish the signers on the Golden Belt Bank CD as: Michelle Bryant (board treasurer), Amy Feauto (board secretary), Katherine Wolfe (board chair), Brandon Hines (HPL Director) and Katie McCall (HPL Business Manager). Motion passed unanimously.

New Business

a. Sunflower eLibrary (action). Presented by Brandon Hines. After discussion, it was moved and seconded (Bryant/Musil) to approve the Sunflower eLibrary MOU between Hays Public Library and Northwest Kansas Library System establishing NWKLS as administrator for the consortium and to transfer content credit to the Central Purchasing Account. Motion passed unanimously.

b. Capital Transfer (action). Presented by Katie McCall. After discussion, it was moved and seconded (Musil/Roth) to direct a transfer from the fiscal year 2023 General Fund to the Capital Improvement Fund (K.S.A. 12-1258) in the amount not to exceed \$173,143 (10% of the annual general budget). Motion passed unanimously.

c. Pinkney Engagement (action). Presented by Katie McCall. After discussion, it was moved and seconded (Park/Bryant) to accept the accounting services of Jeff Pinkney CPS as presented in the November 28, 2023 engagement letter. Motion passed unanimously.

d. 2023 Audit Engagement (action). Presented by Katie McCall. After discussion, it was moved and seconded (Lohmeyer/Musil) to accept the auditing services of Adams Brown as presented in the November 9, 2023 audit engagement letter. Motion passed unanimously.

Board Open Discussion:           None.

The meeting was adjourned at 4:40 pm by Chair, Katherine Wolfe.

Next meeting will be Wednesday, January 17, 2024 at 4 pm at the Hays Public Library Main Floor Gallery.

Respectfully submitted by Amy Feauto, Secretary 12-14-2023