

# Minutes of the Hays Public Library (HPL) Board Meeting

December 11, 2024

The meeting was called to order at 4:00 p.m. by Amy Feauto, Chair.

Present Board Members	Amy Feauto Shelley Bryant Emily Roth Shane Smith Mary Toepfer	Patti Park (speaker phone) Joe Lohmeyer Brandon Hines, Director Sandy Jacobs
Absent Board Members	None	
Guests	Katie McCall	Dustin Key
Presentation	None	
Public Comment	None	
Consent Agenda	After discussion, it was moved and seconded (Jacobs/Smith) to accept the November 13, 2024, Board Meeting minutes, the November 2024 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/action). Brandon provided an update. <ul style="list-style-type: none"><li>i. Phase I update was provided (discussion).</li><li>ii. Phase II. It was moved and seconded (Lohmeyer/Roth) to close the library on Monday, December 30, 2024, for the Phase II portion of the basement remodel with employees receiving this day as a paid day off. Motion passed unanimously.</li><li>iii. Kansas Room Shelving update. Brandon provided an update and noted this would be fully paid by private funds. (discussion).</li></ul>	
New Business	a. Server Replacement. Presented by Dustin Key (action). Dustin presented the replacement of two servers. The quote included was the lowest price received. It was moved and seconded (Jacobs/Toepfer) to approve the purchase of the servers from StarWind. Motion passed unanimously. b. Hoopla Services. Presented by Dustin Key. Dustin provided updated numbers on usage of Hoopla within city limits, in Ellis County (not within city limits), and outside of Ellis County. (discussion). c. Certificate of Deposit. Presented by Katie McCall (action). It was moved and seconded (Toepfer/Jacobs) to renew with Golden Belt Bank for one year for \$1.5 million. Discussion was held. Motion passed unanimously. d. Staffing Changes. Presented by Brandon Hines (discussion). Changes will be to break out the Public Services Department. We will have an Adult Services Manager and a Youth Services Manager. e. Capital Transfer. Presented by Katie McCall (action). It was moved and seconded (Roth/Bryant) to authorize a transfer from the 2024 General Fund to the Capital Reserve Fund of 10% of the annual general fund budget. Motion passed unanimously.	
Board Open Discussion	None	

The meeting was adjourned at p.m. by Chair, Amy Feauto at 5:07 p.m.

The next meeting will be Wednesday, January 15, 2025, at 4:00 p.m. at Chestnut Building conference room.

Respectfully submitted by Shelley Bryant, Secretary 12/11/2024.