



DODGE CITY PUBLIC LIBRARY BOARD OF TRUSTEES  
Board Meeting Minutes  
October 26, 2021, 4:00 p.m.  
Lower Level Meeting Room

Board Members Present: Nancy Vierthaler, Hailey Zimmerman (On Zoom), Michelle Reid, Debbie Eddy (On Zoom), Blanca Soto, Pete Myers, Paula Ripple

Board Members Absent: Beth Love

Other attendees: Lori Juhlin, Executive Director, Kyra Hahn, Assistant Director, and April Wilson, Administrative Assistant

Call to Order: The monthly meeting of the Dodge City Public Library Board was called to order at 4:00 by Paula Ripple

The agenda of the meeting was approved by motion of Michelle Reid and seconded by Nancy Vierthaler, motion carried unanimously

Public comment: None

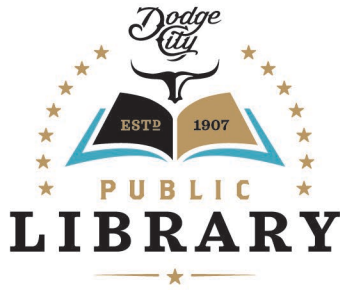
Other Presentations, Reports or Announcements: None

Consent Calendar:

- Approval of bills for October 2021, approved by motion of Michelle Reid and seconded by Pete Myers, motion carried unanimously
- Approval of September 28, 2021 Board minutes, approved by motion of Debbie Eddy and seconded by Blanca Soto, motion carried unanimously

Director's Report:

- Covid-19: Ms. Soto asked if number of patrons have increased. Ms. Juhlin stated that we are about ½ of where we were pre-covid and she would feel more comfortable in relaxing mask mandates if number of positive cases reduced to less than 10 per day. Ms. Hahn stated that she is waiting to hear about vaccines for children.
- Hiring Update: An interview was conducted on 10/18/2021 for the Programming & Outreach Librarian. This position was offered to the candidate, Carissa. She will be in the office next week to finalize paperwork and she is expected to start in mid-November. Only received 1 application for the janitor position. Will continue to advertise for this. Ms. Juhlin will investigate cleaning companies as an alternative to an in-house janitor.



- Association for Rural & Small Libraries Conference: Ms. Juhlin attended many good presentations and has acquired some training videos for staff.
- Budget: received check from the city, about \$100,000. This does not include one final payment of \$2,000 for employee benefits for the year.
- Wine & Cheese Event: was a success for having not had this event in 2 years. Everyone liked the poet. Need foundation members to help plan next year's event. Ms. Soto stated she would be interested in being a member.

#### Old Business:

- IT Contract: Ms. Juhlin has been in contact with 3 IT companies and she recommends NCS. Our servers are about 7 years old and need replacing. NCS can move us from the 7 servers we currently have to 2 servers by utilizing the cloud. The yearly contract fee is \$30,000 which Ms. Juhlin mentioned could come out of General fund. Capital Improvement would cover \$39,000 for hardware and software upgrades as well as migration fees. Their office hours are Monday - Friday, 8:00 - 5:00. By utilizing the cloud, they can remote access and repair any issues. Approval of a 1-year contract and recommended upgrades with NCS was approved by motion of Pete Myers and seconded by Nancy Vierthaler, motion carried unanimously. Contract will be reviewed annually by the Board.

#### New Business:

- Approval of Technology Plan for SWKLS Accreditation: approved by motion of Michelle Reid and seconded by Blanca Soto, motion carried unanimously.
- November & December 2021 Meeting Dates: Meeting for November will be 11/18/2021; December has been tentatively set for 12/21, however it will be discussed further in the November meeting.
- Executive Session: approval to begin at 4:40 - approved by motion of Pete Myers and seconded by Nancy Vierthaler, motion carried unanimously. To end at 4:50 - approved by Pete Myers and seconded by Blanca Soto, motion carried unanimously.

Motion to adjourn: approved by motion Blanca Soto and seconded by Michelle Reid, motion carried unanimously.

Next DCPL Board Meeting: Thursday, November 18, 2021, at 4:00 p.m.

Future Meetings: December 21, 2021.



Meeting ended at 4:54 by motion of Blanca Soto, seconded by Michelle Reid, motion carried unanimously.

Approved (Date) \_\_\_\_\_

Board Chair \_\_\_\_\_

DCPL Director \_\_\_\_\_