



DODGE CITY PUBLIC LIBRARY BOARD OF TRUSTEES
Board Meeting Minutes
January 27, 2022, 4:00 p.m.
Lower-Level Meeting Room

Board Members Present: Nancy Vierthaler, Hailey Zimmerman, Pete Myers, Paula Ripple, Beth Love, Zoom: Debby Eddy & Michelle Reid

Board Members Absent: City Commission Representative

Other attendees: Lori Juhlin, Executive Director, April Wilson, Administrative Assistant, Ernestor DeRosa, Zoom: Kyra Hahn, Assistant Director

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

There were no agenda additions; the agenda was approved by consensus.

Public comment: None

Other Presentations, Reports or Announcements: Board Training Session will be held on Wednesday, March 30th at 4:00 p.m.

Consent Calendar:

- Approval of bills for January 2022: approved by Ms. Love and seconded by Ms. Zimmerman, motion carried unanimously.
- Approval of December 28, 2021, Board minutes: approved by Ms. Love and seconded by Ms. Zimmerman, motion carried unanimously.

Director's Report:

- Covid-19: covid cases, as well as other illnesses are on the rise. Ms. Juhlin had to reduce operating hours from the 19th to the 21st due to elevated levels of staff illness. She will continue to monitor and take all precautions to keep patrons and employees safe. In addition, Ms. Juhlin closed the library on 1/25/2022 due to snow.
- Hiring Update: Ms. Juhlin interviewed 6 applicants for the Archives Librarian position and is going to send an offer letter to the preferred choice and should they pass, there is a second candidate that will be offered to. She has not received any viable candidates for the Assistant Director position but will push out again.

Old Business: none

New Business:



- Election of Officers: Ms. Ripple was nominated for President, motion was approved by Ms. Eddy and seconded by Ms. Reid, motion carried unanimously. Ms. Eddy nominated Ms. Reid for Vice President; motion was approved by Ms. Love and seconded by Ms. Vierthaler, motion carried unanimously. Ms. Vierthaler nominated Ms. Eddy for Secretary/Treasurer: motion approved by Ms. Vierthaler and seconded by Ms. Love, motion carried unanimously.
- Change of Banks and designation of account locations/names/approval of account signatories: Ms. Juhlin explained that changing from Sunflower to Landmark will save us \$1200/year. She also said that we will go down from 3 credit cards to 2 - one in her name and the other for authorized staff. Signatories are Paula Ripple, Michelle Reid, Debby Eddy, and Lori Juhlin. They can sign through DocuSign. Approved by motion of Ms. Vierthaler and seconded by Mr. Myers, motion carried unanimously.
- Discussion of contribution from library for roof replacement: bids closed today (1/27/2022). The city only received one bid from Diamond Roofing. Ms. Juhlin noted that we have \$125,000 in Capital Improvement and we should be aware of depleting this account in case another emergency comes up. Mr. DeRosa recommended that Ms. Juhlin meet with the City Manager to discuss how much we are comfortable with providing. Insurance will not cover repairs claiming they were not due to high winds. Approved by consensus.
- Discussion of suggestions to increase community engagement/advocacy efforts: Ms. Juhlin mentioned this in response to Ms. Ripple's question on how to increase community engagement. We have a monthly column in the Dodge City Globe, a monthly newsletter by Carrisa DeVoss, little free libraries, more social media posting, return of Trivia night, and contests to design bookmarks and t-shirts. Mr. DeRosa mentioned the large Hispanic community in Dodge City, and how they feel most comfortable with outreach through radio and social media. Vicky Ortiz is currently our bilingual specialist. Ms. Zimmerman suggested that Ms. Ortiz may need a support person to help with community outreach. Ms. Hahn mentioned with the hire of Ms. DeVoss, programming discussions are underway and claims we need approximately 6 weeks' lead time.
- Discussion to provide Board members with library emails for Board business: passed by consensus.
- Executive session - to discuss matters involving attorney-client privilege: motion approved by Ms. Vierthaler and seconded by Ms. Reid to break public session at 5:17 p.m. motion carried unanimously. Motion approved by Mr. Myers and seconded by Ms. Eddy to break executive session at 5:26 p.m. motion carried unanimously.
- Recognition of outgoing Board members: Ms. Love and Ms. Zimmerman will not return to the board. Ms. Juhlin bought some books for the library in their honor.



Motion to adjourn approved by Ms. Vierthaler and seconded by Ms. Zimmerman, to adjourn at 5:30, motion carried unanimously.

Next DCPL Board Meeting: February 22, 2022, at 4:00 p.m.

Future Meetings: March 22nd, April 26th, May 23rd

Meeting ended at 5:30 by motion of Ms. Vierthaler, seconded by Ms. Zimmerman, motion carried unanimously.

Approved (Date) _____

Board Chair _____

DCPL Director _____