



DODGE CITY PUBLIC LIBRARY BOARD OF TRUSTEES
 Board Meeting Minutes
 February 22, 2022, 4:00 p.m.
 Lower-Level Meeting Room

Board Members Present: Pete Myers, Michelle Reid, Nancy Vierthaler, and Mayor E. Kent Smoll. Zoom: Paula Ripple, Debby Eddy, and Patrick Lopez

Board Members Absent: Mary Hall

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

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

There were no agenda additions; the agenda was approved by Nancy Vierthaler and seconded by Patrick Lopez; motion carried unanimously.

Public comment: None

Other Presentations, Reports or Announcements:

- Board Training Session will be held on Wednesday, March 30th at 4:00 p.m. in the Lower-Level meeting room
- Welcome to new Library Board members: Patrick Lopez, Mary Hall, and Kent Smoll

Consent Calendar:

- Approval of bills for February 2022: approved by Mr. Myers and seconded by Ms. Vierthaler, motion carried unanimously.
- Approval of January 27, 2021, Board minutes: approved by Mr. Myers and seconded by Ms. Vierthaler, motion carried unanimously.

Director's Report:

- Hiring Update: the KHC Archives Librarian should be starting in March. The Assistant Director accepted the position on 2/22/2022. She will be working remotely with Kyra and will probably start in April. Ms. Ripple asked about a timeline for working remote and Ms. Juhlin stated approximately 2 weeks.
- Building: Ms. Juhlin met with Nick from the city. He stated that the library needs up front contribution of \$60,000 and then pay \$40,000 annually for the next 6 years. Total roof repair is approximately \$400,000. Ms. Ripple asked if Diamond roofing is offering a guarantee. Ms. Juhlin answered that



she would find out. Mayor Smoll mentioned this should be under Capital Improvement and not Capital Maintenance.

- Community Relations/Connections: Trivia Night will be the first Thursday of each month starting in April at the Santa Fe Depot.

Board Member Reports/Comments: Mr. Myers asked how the Nicodemus event went on February 19. Ms. Juhlin answered that it went well and lasted until 12:30 p.m.

Old Business: none

New Business:

- Designation of Members for Standing Committees: Personnel – Michelle Reid, Nancy Vierthaler, and Paula Ripple; Finance – Debby Eddy and Patrick Lopez; Building – Pete Myers and Paula Ripple; Policy – Pete Myers, Michelle Reid, and Nancy Vierthaler.
- Discussion of possible strategic planning: Ms. Juhlin has reached out to two consultants to help guide us through the process with staff and the board. Ms. Ripple asked if we could table this discussion until we straighten out the roof situation and MOU with the city.
- Budget 2023 Discussion: Ms. Juhlin is going to start working on this early to give to the city. She mentioned that we will need board members to speak on behalf of the library to advocate for the funding we need to continue services at the current level. Ms. Juhlin is working on cutting extraneous and excessive items from the budget – postage meter lease cancelled, bank account moved to Landmark, cancellation of Wandoo Reader, and not renewing Adobe Suite. In addition, she is looking at all options to increase funding outside of the city.
- Discussion of possible work to update MOU (Memorandum of Understanding) with the city: Ms. Juhlin mentioned MOU dated 1996. A MOU should be reviewed every 2 to 3 years.
- COVID-19 protocols – discussion and possible change: Covid cases are on a downward trend. We can lift the mask requirement in the next few days for patrons and employees, but still encourage them for programming. Approved to relax mask mandate by consensus.

Motion to adjourn at 5:02 p.m. approved by Mr. Myers and seconded by Ms. Vierthaler, motion carried unanimously.

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

Future Meetings: April 26th, May 23rd, and June 28th

Meeting ended at 5:02 by motion of Mr. Myers, seconded by Ms. Vierthaler, motion carried unanimously.



Approved (Date) _____

Board Chair _____

DCPL Director _____

