

Chanute Public Library

Board Meeting Agenda

Monday, October 10th, 2022 5:00 pm

1. Roll call

2. Approval or correction of minutes

3. Circulation report –

4. Financial reports

5. Committee reports:

- ❖ Budget & Finance – Changed all names from Kara's to Jeana's. Worked with Linda Tiegreen on finding old interest checks and depositing old checks into our checking account.
 - IRS Update: The 2019 form 990 was not filed in 2020 but Wade Housh thinks it might have been because COVID upset things. We found an old copy and will have them file it and are close to wrapping up 2020. We are including FOCL's tax information along with ours since they operate under us. Once 2020 is done, H & H will work on 2021 and once the time comes for 2022, will also work on that concurrently. Once the taxes are done, they will refile for our non-profit status.
 - Allocations Report: We send a quarterly report to the system for their allocations for the last part of the year but we did not receive it until Jeana had visited the lola offices. She visited Oct. 5th and sent the report so we should receive our check soon.
- ❖ Building/Maintenance: Security cameras update: FOCL said they would contribute up to \$5,000 for the security cameras.
- ❖ FOCL: Met September 27th. They raised a little under \$700 for Artist Alley. This is lower than previous years but our items were really cheap this year to move old items. Lobby sales have gone up over the last year, so it evens it out. Still planning on buying up to \$1,000 for folding chairs in the conference room.

6. Librarian's Report:

a. Programs & Events:

- i. **Fall projects continue:** Organizing the office and finding old bills that were left unpaid and resolving any issues leftover from Kara.
- ii. **Upcoming events:**
 - Food for Fines to start Oct. 17th.
 - Trick or Treat at the Depot on Thursday, October 27th.
 - KLA: October 26th – 28th. Both Kandi and Jeana will go again this year.
 - Staff Christmas party?

b. Children's Librarian Report

- i. Oktoberfest

c. Old Copy Machines – Would the board consider gifting the black and white one to the museum?

d. Employee Update –

- i. Arlene Hasty is back helping out while we find a Children's Librarian Assistant. She is working Monday & Tuesday mornings and all day Friday.
- ii. Part-time new hire news

7. Unfinished Business

a. New building agreement

8. New Business

a. Approve Bills

9. Adjournment