

**Goddard Public Library Board Meeting Agenda**  
**February 8, 2021 @ 7:05 pm**  
**Join Zoom Meeting**

<https://us02web.zoom.us/j/84585204765?pwd=S3ZDY2tlcmtsU1FhN2Rla2M5cndCUT0>

9

**Meeting ID 845 8520 4765**

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes of Regular Meeting January 11, 2020
4. Citizen Comments
5. Correspondence and communications – Rainbow Library, Humanities Kansas, KLA Leadership Grant
6. Director's Report
  - a. Circulation Report
7. Financial Report
8. Old Business
  - a. Patron Annual Survey – 10 responses
  - b. Friends/Foundation update – are meeting the 3<sup>rd</sup> Wednesday of each month @ 6 pm – approved two funding requests and will be coordinating Book/Bake Sale
  - c. City updates
  - d. Circulation Desk remodel - completed
  - e. Committees
9. New Business
  - a. Transfer to Capital Improvement
10. As may be presented

\*Next meeting is March 8, 2021.

PLEASE CALL THE LIBRARY 794-8771 IF YOU CANNOT ATTEND OR E-MAIL:  
director@goddardlibrary.com

**Goddard Public Library Board Meeting Minutes**  
**January 11, 2021 @ 7:05 pm**

- 1. Roll Call at 7:07: April Hernandez, Vickie Luthi, Frank Petsche, Lisa Coyne, Lisa Fouts, and Stephanie Mount attended the meeting in person, at the Library. Tamara Judd, and Lisa Stoller attended via Zoom with Sherry Lauer joining via Zoom at 7:16. Margo Rakes was absent.**
- 2. Approval of Agenda: Lisa F. made a motion to approve the agenda. Tamara seconded the motion. Motion carried 7 - 0.**
- 3. Approval of Minutes of Regular Meeting December 14, 2020. The December Minutes were approved.**
- 4. Citizen Comments: None**
- 5. Correspondence and Communications: None**
- 6. Director's Report**
  - a. Circulation Report: We have had very large increases in Facebook programs participation (programs were viewed 13,944 times in 2020!), eLibrary circulation, and Inter Library Loans. Lisa S. asked if we could promote this throughout the community. April and Carrie will work on that. Reference questions were way up. We are also getting some new Wichita patrons because the Wichita libraries are not doing any programs due to Covid.**
- 7. Financial Report: April presented an updated budget for next year. The total budget is for \$212,393.**
- 8. Old Business**
  - a. Patron Annual Survey: April is working on Facebook polls. The app isn't working right so we've only gotten feedback from 10 patrons, so far. With so little foot traffic in the library, we won't have as much success getting paper and/or iPad surveys done by patrons we can just hand it to.**

- b. Director contract amendment**
- c. Friends/Foundation update: The group is meeting the 3<sup>rd</sup> Wednesday of each month @ 6 pm – no meeting in November or December. Next is January 20. April will be requesting that the Friends and Foundation spearhead the Book and Bake sale in May and will request that they pay for an app that patrons can place holds and renew books on their phones and to pay for Beanstack.**
- d. Christmas on Main Street: We will try to keep some of what we did this year for the event and will modify others.**
- e. City updates: The City set a goal of finding a location for a new Community Center by the end of the year. Some Council members speak about attaching a new library and some do not. It will be important for the Library Board and Staff to be involved in the planning of any building.**
- f. Circulation Desk remodel: The countertops should be completed at the end of January.**

## **9. New Business**

- a. Book/Bake sale first Saturday in May during City Wide: Board members should plan to be involved. We will need baked goods and book donations and people to staff the event. It is a great opportunity for community outreach! We received a large donation of books for the book sale. It is being stored in the basement. Some of the books were in better shape than those on our shelves so they were swapped out.**
- b. Library's Annual State Report: See the attached report. Compared to many libraries around the state and country, we are doing very well. Many libraries, including the Wichita libraries, are not having any programs, not even virtual.**
- c. Committees: Vickie asked us all to be thinking of what committees we need going forward and come ready to discuss at the February meeting. Every Board member will be expected**

**to serve on at least one committee and be an active participant. We may add staff to the committee (besides April).**

- 10. Executive Session: At 7:48 Sherry moved to recess into Executive Session pursuant to non-elected personnel matters to include the Library Board, and that the Library Board will reconvene the open meeting in the Library Commons area at 8:03. Lisa seconded. No binding action was taken.**
- 11. The Board resumed open session at 8:02. Stephanie made a motion to maintain the percentage of the Library's contribution to April's health insurance at 85% and increase the cap to \$550 per month. Lisa C. Seconded. Motion passed 8 – 0.**
- 12. As may be presented: Lisa S. announced that she would likely be absent from the March meeting. Sherry agreed to take the Minutes for her.**
- 13. Adjournment: Lisa F. made a motion to adjourn at 8:18. Sherry seconded the motion. Motion passed 8 – 0.**

**\*Next meeting is February 8, 2021.**

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E-MAIL: [director@goddardlibrary.com](mailto:director@goddardlibrary.com)**



## NEWS RELEASE

FOR IMMEDIATE RELEASE  
February 1, 2021

FOR MORE INFORMATION CONTACT:  
Tracy Quillin, Associate Director  
[tracy@humanitieskansas.org](mailto:tracy@humanitieskansas.org); 785-357-0359  
humanitieskansas.org

## New Stories Available on the Humanities Hotline in February

**Topeka** – Humanities Kansas (HK) announces four new stories on the Humanities Hotline, a toll-free telephone hotline delivering interesting short stories anytime, day or night. The hotline is free and available to anyone with a landline or smartphone at 1-888-416-2018. Hotline topics change monthly.

The Humanities Hotline offers a menu of short Kansas stories, both serious and lighthearted, that are researched and presented by experts across the state. Tom Prasch, Professor of History at Washburn University, explores themes of settlement in 1820s Oregon in his review of the new film "First Cow." Poet, writer, and author Mercedes Lucero reflects on the connection between inspiration and craft. Jay Price, Director of the Public History program at Wichita State University, looks at the ways Kansas's 105 counties are the cornerstones of local identity in the state. Dave Tell, Professor of Communications Studies at the University of Kansas, tells the story of the struggle to memorialize Emmett Till. These hotline selections are available through February 28, 2021.

The Humanities Hotline provides an accessible alternative to today's Zoom culture and encourages the people of Kansas to participate in lifelong engagement with the humanities. The hotline was developed as a way to combat social isolation and bridge the technology divide with stories that could be easily accessed without the need for internet.

"In these complicated times, the Humanities Hotline keeps it simple," shared Julie Mulvihill, executive director of Humanities Kansas. "It was designed to help address some of the problems of social distancing during the pandemic, like increased isolation or not having the technology to enjoy online activities. Plus, when you call you get to hear some really interesting stories taken from history and literature and shared by experts in our state."

The Humanities Hotline is free and available to all Kansans, especially those without access to broadband. In order to build awareness of the hotline among as many people as possible, HK is partnering with 15 organizations to help spread the word throughout the state, including Abilene Public Library, ArtsConnect Topeka, Augusta Public Library, Clearwater Public Library, Dorothy Bramlage Public Library in Junction City, Emporia Public Library, Finney County Public Library in Garden City, Goddard Public Library, Hays Public Library, Lawrence Public Library, Lowell Milken Center for Unsung Heroes in Fort Scott, Museum of World Treasures in Wichita, Norton Public Library, Ottawa Library, and Wamego Public Library.

Call the Humanities Hotline at 1-888-416-2018. For more information visit [humanitieskansas.org](http://humanitieskansas.org).

### About Humanities Kansas

Humanities Kansas is an independent nonprofit spearheading a movement of ideas to empower the people of Kansas to strengthen their communities and our democracy. Since 1972, our pioneering programming, grants and partnerships have documented and shared stories to spark conversations and generate insights. Together with our partners and supporters, we inspire all Kansans to draw on history, literature, ethics and culture to enrich their lives and to serve the communities and state we all proudly call home.

###

## Director's Report February 2021

Total circulation in January was down about 439 items from last year. Not too bad. We have been staying very close to pre-COVID numbers which is promising.

I will be gone or in trainings on Tuesdays starting February 9 through March 16. This is the continuation of the Leadership Grant through KLA. I will also be participating in KLC's third training in their series later in the year.

Our virtual paint nights have been very popular with the adults. Carrie and I were out once in January, freezing at the Keeper of the Plains. Peggy gets to go to the Pizza Hut Museum with Carrie February 9 and we will be going to Karg Glass on the 12<sup>th</sup>.

The Library app should be ready to go around May 1.

Annual reports were given at the last City Council meeting.

Goddard has been chosen as the location for a 5 day, 24 hour baseball tournament at the end of July. This could possibly bring in about 50000 people during that time frame.

We are looking into purchasing 5 disc golf bags with discs for check out. Micah is working on a map of the course as well.

I have created new brochures that highlights our StoryWalks.

New Board member

City admin meeting

GODDARD PUBLIC LIBRARY  
December 2019

**GODDARD PUBLIC LIBRARY**  
January 2021

CHECK OUT SUMMARY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2021	2020	2019	2018	2017
Non-fiction	126												126	921	2225		
Fiction	535												535	4757	7671		
Periodicals	27												27	467	1086		
Audio Books	3												3	280	583		
Videos/ DVD	279												279	2209	2609		
<b>JUVENILE</b>																	
Non-fiction	134												134	1883	4695		
Fiction	1243												1243	10212	18618		
Periodicals	2												2	22	237		
Videos/ DVD	38												38	541	1329		
Audio	6												6	56	68		
Other	0												0				
<b>TOTAL</b>	<b>2393</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2393</b>	<b>21348</b>	<b>39121</b>	<b>44326</b>	<b>34516</b>

Computer	50												50	1543	5045	3988	3012
Wireless	90												90	1123	1724	1565	1232
													140	2666	6769	5553	4244

Reference Question 0 2954 2653 1860 1489

**INTERLIBRARY LOAN**

Books Loaned	342												342	3708	548	466	388
Unfilled	1												1	29	9	0	0
Books Borrowed	206												206	2236	828	793	572
Unfilled	0												0	0	8	2	0

NEW LIBRARY CARDS 24 24 218 360 404 462

**MATERIALS ADDED**

Adult	64												64	620	747	1093	1256
Juvenile	71												71	786	789	993	1496
<b>TOTAL</b>	<b>135</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>					<b>135</b>	<b>1406</b>	<b>1536</b>	<b>2086</b>	<b>2752</b>

LIBRARY ATTENDANCE	696												696	7860	24302	19195	16985
Children	1122												1122	8597	3778	3214	2338
Other	532												532	7143	228	909	255
<b>TOTAL</b>	<b>2350</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2350</b>	<b>23600</b>	<b>28308</b>	<b>23318</b>	<b>19578</b>

20 programs

April Hernandez  
DIRECTOR

<b>ATTENDANCE</b>	J	F	M	A	M	J	J	A	S	O	N	D						
Vickie Luthi	+																2	2023
Stephanie Mount	+																1	2024
Lisa Fouts	+																1	2020
																	2	2021
Frank Petsche	+																1	2021
Lisa Coyne	+																finish	2022
Tamera Judd	+																1	2023
Margo Rakes	EX																1	2025
Lisa Stoller	+																1	2023
Sherry Lauer	+																1	2023
April Hernandez	+																	

EX- excused      EO- early out      LI- late in      CA- cancelled      AB - Absent





	A	B	C	D	E	F	G	H	I	J	K
1	GPL										
2	BUDGET REPORT										
3	1/31/2021										
4											
5	MONTH:										
6	1										
7	COLUMN:										
8	B										
9											
10	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
11	CATEGORY	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
12		JANUARY	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.
13											
14											
15											
16	Accounting	\$120.00									
17	Automation/Internet										
18	Maintenance										
19	Misc.										
20	Supplies	\$81.35									
21	Utilities/Telephone	\$1,650.46									
22	Materials	\$1,226.22									
23	Community Relations	\$245.20									
24	Programming	\$358.35									
25	Technology	\$16.26									
26	Continuing Education										
27	Licensing										
28	Memberships										
29	Mileage/Meals	\$31.28									
30	Postage	\$55.00									
31	Website	\$156.87									
32	Capital Improvement	\$1,353.00									
33	Board Insurance/Bond										
34	Director Health Benefit	\$500.00									
35	Payroll Taxes	\$2,250.51									
36	Retirement	\$1,354.85									
37	Salaries	\$7,333.83									
38	Workman's Comp										
39	Unemployment	\$24.88									
40											
41		\$16,758.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
42											
43									City	\$183,900.00	
44									carryover	\$21,353.00	
45									grants	\$7,140.00	

	L	M	N	O	P	Q	R	S	T	U	V
1											
2											
3											
4											
5											
6											
7											
8											
9											
10	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)	(T)		
11	ACTUAL	ACTUAL	MONTHLY	MONTHLY	Y-T-D	Y-T-D	Y-T-D	ANNUAL	ANNUAL		
12	NOV.	DEC.	BUDGET	DIFFERENCE	ACTUAL	BUDGET	DIFFERENCE	BUDGET	DIFFERENCE		
13			(S / 12)	(N-Current Mo.)	(Sum B...M)	(S x no.	(Q - P)		(S - P)		
14						of months/12)					
15											
16			\$120.00	\$0.00		\$0.00		\$1,440.00	\$1,440.00		
17			\$141.67			\$0.00		\$1,700.00	\$1,700.00		
18			\$104.17		\$0.00	\$0.00		\$1,250.00	\$1,250.00		
19			\$8.33				\$0.00	\$100.00	\$100.00		
20			\$458.33		\$81.35		-\$81.35	\$5,500.00	\$5,418.65		
21			\$1,333.33	\$0.00		\$0.00		\$16,000.00	\$16,000.00		
22			\$1,087.50				\$0.00	\$13,050.00	\$13,050.00		
23			\$83.33				\$0.00	\$1,000.00	\$1,000.00		
24			\$175.00				\$0.00	\$2,100.00	\$2,100.00		
25			\$266.67		\$16.26		-\$16.26	\$3,200.00	\$3,183.74		
26			\$33.33		\$0.00		\$0.00	\$400.00	\$400.00		
27			\$41.67		\$0.00		\$0.00	\$500.00	\$500.00		
28			\$33.33		\$0.00		\$0.00	\$400.00	\$400.00		
29			\$58.33		\$31.28		-\$31.28	\$700.00	\$668.72		
30			\$125.00		\$55.00		-\$55.00	\$1,500.00	\$1,500.00		
31			\$29.17			\$0.00		\$350.00	\$350.00		
32			\$112.75	\$0.00	\$1,353.00	\$0.00	\$0.00	\$1,353.00	\$1,353.00		
33			\$83.33		\$0.00		\$0.00	\$1,000.00	\$1,000.00		
34			\$600.00	\$0.00			\$0.00	\$7,200.00	\$7,200.00		
35			\$2,000.00		\$2,250.51		-\$2,250.51	\$24,000.00	\$21,749.49		
36			\$1,166.67		\$1,354.85		-\$1,354.85	\$14,000.00	\$12,645.15		
37			\$9,583.33		\$7,333.83		-\$7,333.83	\$115,000.00	\$107,666.17		
38			\$41.67		\$0.00		\$0.00	\$500.00	\$500.00		
39			\$12.50		\$24.88		-\$24.88	\$150.00	\$125.12		
40											
41	\$0.00	\$0.00									
42											
43											
44			\$17,699.41	\$0.00	\$12,500.96	\$0.00	-\$11,147.96	\$212,393.00	\$201,300.04		
45					\$16,758.06	\$17,699.42	-\$12,500.96		\$199,892.04		

## What are the top 1 to 3 reasons for your typical visit to the Library?

Books, movies, events

books and media

Internet, movies, books

Story time and checkout books

Books, computers, kid activities

Volunteering, meeting a group, checking out materials

Check out children's books and kids programs

1) check out books 2) when you were open for kids, I visited a lot more often as a place for my kids to do homework, access computers, etc.

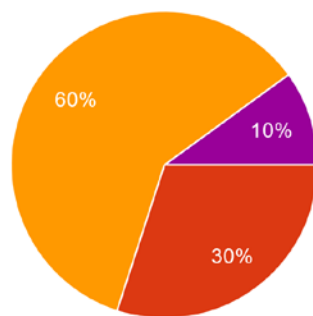
Get my kids books, me a book and look at the activity for kids.

Picture books. School books. Printing.

## Do you usually....

Do you usually....

10 responses



- know what you are looking for, get it, and check out without browsing?
- reserve materials online, pick up holds, and check out without browsing?
- search for and browse materials?
- not know how to find what you are looking for and leave without asking fo...
- not know how to find what you are looking for and ask for help or are offe...
- visit the Library for another reason bes...

## What would make your typical experience easier or better?

Less distractions, like kids playing video games

Nothing, y'all are awesome

More choices

If the library was bigger

The library needs more space. When they have activities for the kids there's not enough room.

More space for programs and collaborative meetings

Being able to go inside with my kids

I think it would be nice if employees would ask if they can help you with anything upon entering the building.

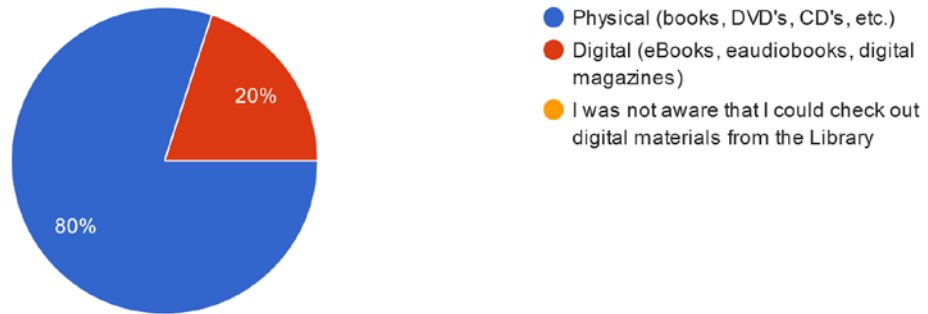
I can't think of anything.

Nothing. Love the ladies at the counter.

## Are you more likely to borrow physical or digital materials?

Are you more likely to borrow physical or digital materials?

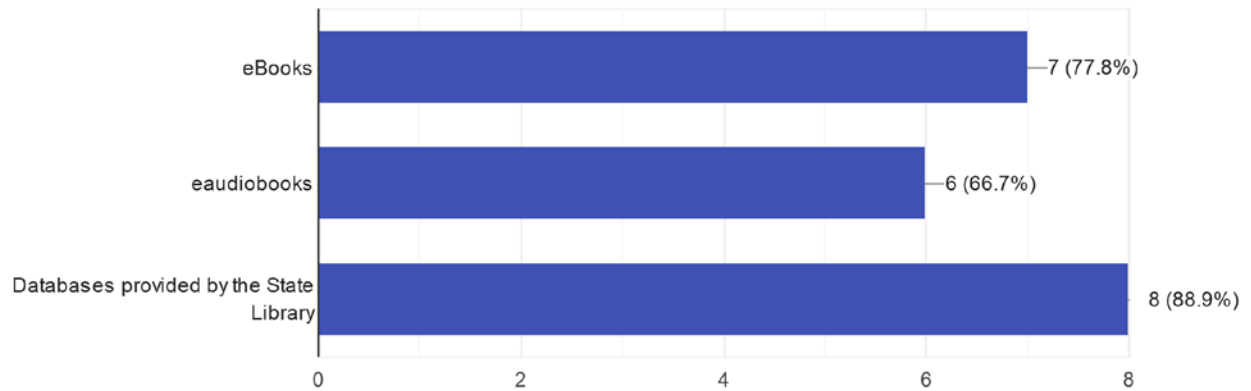
10 responses



## Which digital library materials are you aware of? Check all that apply.

Which digital library materials are you aware of? Check all that apply.

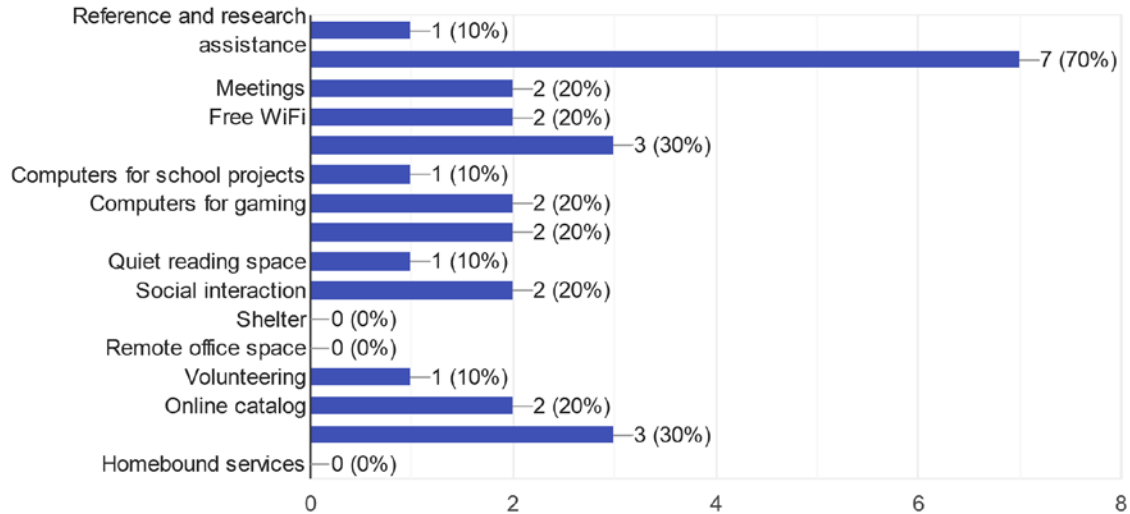
9 responses



## For what other primary purposes do you regularly use the Library?

For what other primary purposes do you regularly use the Library?

10 responses



## What current materials/services/programs do you enjoy at the Library?

Audiobooks. Magazines, movies

Wine and Color

None currently

Story time

I love the kids programs

The children's programs and the paint night.

Take home packets, storytimes, walking stories at Tanganyika, family events

DVD's, books, e-books

We haven't been this year at all but would like to get back into going to the library.

Books for granddaughter. Bagged projects.

## What other materials/services/programs do you think the Library should offer?

Elderly help

Teen advisory board again in some form

After school program for kids (K-6)

Not sure

They are doing a great job

Classes for all ages and interests such as technology, cooking, sewing, simple home repairs, etc.

Unsure

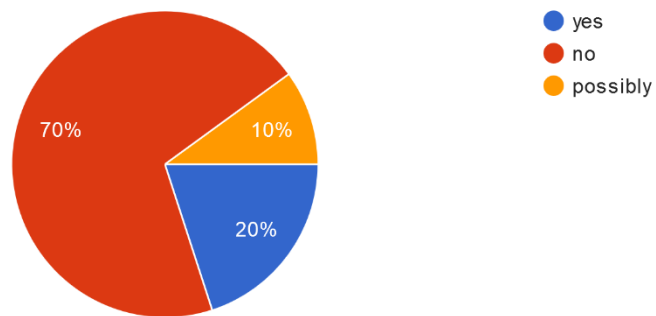
newspapers

You are doing great.  
Passports

### Would the Library providing hot spot lending be of value to you?

Would the Library providing hot spot lending be of value to you?

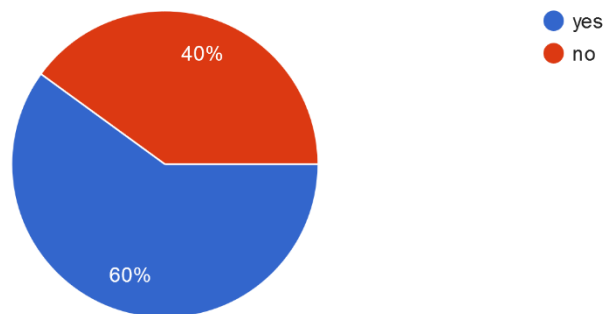
10 responses



### Did you realize we have Kindle's available for checkout

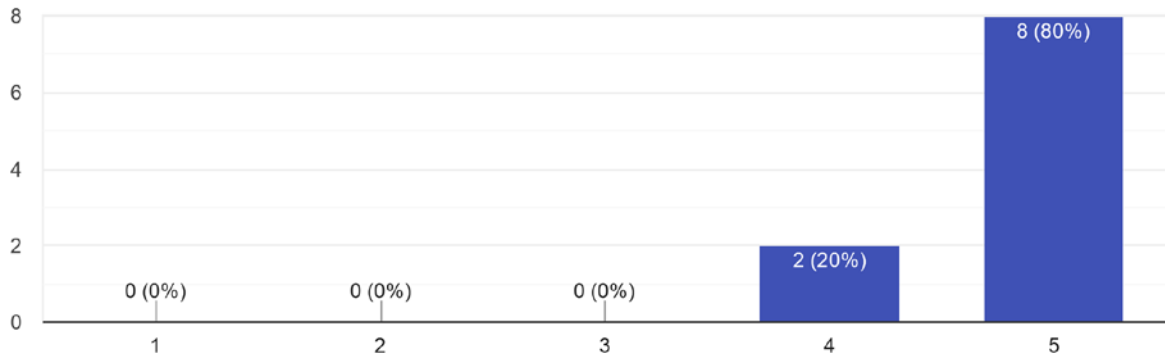
Did you realize we have Kindle's available for checkout

10 responses



Please rate our overall customer service.

10 responses



### How could we improve our customer service?

Drive through?

Y'all are awesome

Little less aggressive with noisy kids

It's already awesome

The ladies are great

Someone on staff that can teach technology and help community members with device issues. (Not fixing devices but help using all the features.)

Unsure

Greeting upon entrance

Everyone is very nice and helpful.

Nothing. Love Peggy, Sarah, Debra

### Is there a service, collection, or initiative that the Library should offer to help address a particular local need or issue?

Resume or tax help

After school program

No

I feel they are doing the best they can with what they have.

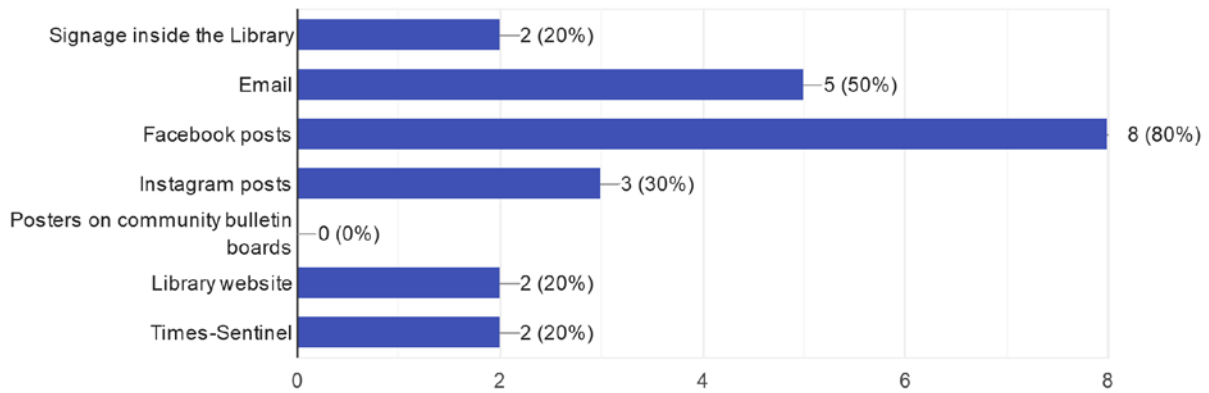
Whatever can be done to improve services and facilities for seniors. Our Community Center's condition is shameful. We don't have any meal services for seniors, either.

There should be library services, a safe, nice environment for socializing, eating, and meeting. Surrounding small towns have these things. Why doesn't Goddard?

Hot spots. Much need in community for internet services.

What is the best way to reach you with promotions and important announcements?

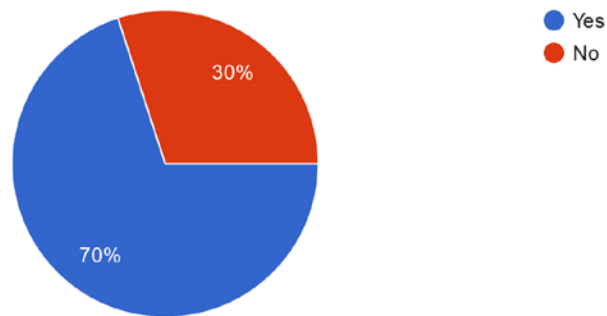
10 responses



**Would you like to receive regular emails from us about upcoming events or materials and services related to your library usage preferences?**

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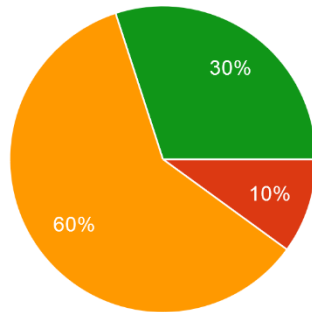
10 responses





What is your age range?

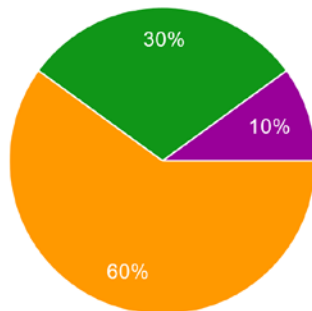
10 responses



- 65+
- 55-64
- 40-54
- 25-39
- 19-24
- 12-19

Are you:

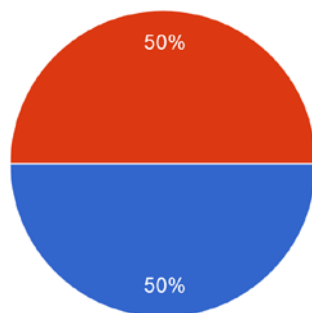
10 responses



- Single
- Married without children
- Married with children at home
- Single with children at home
- Married, with children out of the home

Would you like us to contact you concerning volunteer opportunities including those related to GPL Friends & Foundation?

10 responses



- Yes
- No

Please choose one option.

10 responses

