



Governing Body, City of Garden Plain  
City Building, 507 N Main St  
Wednesday, November 6, 2024 at 6:00 pm

1. Call to Order by Mayor Kevin Hammond
2. Approval of November 6, 2024 Agenda
3. Citizen Comments
4. Consent Agenda:
  - a. Approval of October 2, 2024, CC Meeting Minutes
  - b. Approval of September 2024 bills (checks to include 44077 – 44163)  
Special Projects (check to include 1065)
  - c. Department reports
5. New Business:
  - a. Ordinance 783 – Annexation of portion of South Main
6. Municipal Court Report
7. Executive Session:
  - a. Non-elected Personnel: K.S.A. 75-4319(b)(1) –
  - b. Attorney/Client: K.S.A. 75-4319(b)(2)
8. Pardon Attorney
9. Treasurer Report
10. Governmental Remarks
11. Adjournment

\*NOTE: this agenda is subject to change without notice



Governing Body, City of Garden Plain  
City Building, 507 N Main St  
October 2, 2024 at 6:00 pm

**1. Call to Order by Mayor Kevin Hammond: (6:00):**

Mayor Kevin Hammond called the October 2, 2024 City Council meeting to order followed by the Pledge of Allegiance and moment of silence dedicated to Larry Lampe. Council members present were Jenny Zoglman, Tracy Thul, Brent Randolph and Jessica Lyman. Also present were Kimberly McCormick – Clerk, Kelly McElroy – Administrator, Morgan Koon – City Attorney, Tylor Struckman – W/WW Superintendent, Darren Haukap – Treasurer, Gene Garcia – Chief of Police.

**2. Approval of October 2, 2024 Agenda:**

Add item “b” to new business: Resolution 234 and Admin Agreement with Ranson Financial. *Jenny Zoglman made a motion to adopt the October 2, 2024 agenda with the addition, 2<sup>nd</sup> by Tracy Thul.* Vote 4-0 motion carries.

**3. Citizen comments:**

None

**4. Consent Agenda:**

- a. Approval of September 4, 2024, Public Hearing Minutes
- b. Approval of September 4, 2024, CC Meeting Minutes
- c. Approval of September 2024 bills (checks to include 43999-44076)  
Special projects (checks to include 1063-1064)
- d. Department reports

*Tracy Thul made a motion to approve the consent agenda, 2<sup>nd</sup> by Jenny Zoglman.* Vote 4-0 motion carries.

**5. New Business:**

- a. Resolution 233 – Region G Hazard Mitigation Plan adoption: *Tracy Thul made a motion to adopt Resolution 233, 2<sup>nd</sup> by Jenny Zoglman.* Vote 4-0 motion carries.
- b. Resolution 234 and Admin Agreement with Ranson Financial: Resolution 234 is to allow us to apply for the SRF low interest loan for the lagoon project and the Admin agreement is to work with Ranson Financial to be our administrators of the loan. Discussion ensued. *Brent Randolph made a motion to adopt Resolution 234, 2<sup>nd</sup> by Jessica Lyman.* Vote 4—0 motion carries. *Brent Randolph made a motion to approve the Administrative Agreement, 2<sup>nd</sup> by Jessica Lyman.* Vote 4-0 motion carries.

**6. Municipal Court Report:**

Speeding ticket paid before court. 3 no shows, 2 received letters, working to get the 3<sup>rd</sup> to appear.

**7. Executive Session:**

- a. Non-elected Personnel: K.S.A. 75-4319(b)(1): **(6:12 – 6:27)** Mayor requested 15 minutes for non elected personnel. *Brent Randolph made a motion to enter executive session for 15 minutes under K.S.A. 75-4319(b)(1) matters of non-elected personnel, 2<sup>nd</sup> by Tracy Thul.* Vote 4-0 motion carries. Council returned at 6:27 with no binding action taken.

*Tracy Thul made a motion to increase the pay for our PT officer to \$21/hr, 2<sup>nd</sup> by Brent Randolph. Vote: 4-0 motion carries.*

8. **Pardon attorney: 6:28**

9. **Treasurer Report:**

Nothing

10. **Governmental Remarks:**

None

11. **Adjournment:** *Brent Randolph made a motion to adjourn, 2<sup>nd</sup> by Tracy Thul. Vote: 4-0 motion carries.*

Respectfully submitted by Kimberly McCormick, MMC – City Clerk

**ACCOUNTS PAYABLE CHECK REGISTER**

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
1 GARDEN PLAIN STATE BANK								
44077	10/04/2024	224	AFLAC ADMIN SERVICES	556.98				
44078	10/04/2024	897	ALERT 360 - WICHITA	356.80				
44079	10/04/2024	33	BLACK HILLS ENERGY	4,184.05				
44080	10/04/2024	9999999999	BRIAN SMITH	200.00				
44081	10/04/2024	952	CASEY CRADDOCK	141.98				
44082	10/04/2024	779	CORE & MAIN	438.16				
44083	10/04/2024	9999999999	DEFENSIVE EDGE TRAINING	550.00				
44084	10/04/2024	845	EVERGY	1,103.85				
44085	10/04/2024	9	FISHER LUMBER COMPANY INC	542.90				
44086	10/04/2024	107	FOLEY EQUIPMENT	3,725.42				
44087	10/04/2024	15	GATEWAY OF GARDEN PLAIN	200.00				
44088	10/04/2024	199	GODDARD ACE HARDWARE	83.95				
44089	10/04/2024	916	IDEATEK TELCOM LLC	392.00				
44090	10/04/2024	37	KANSAS ONE-CALL SYSTEM INC	39.60				
44091	10/04/2024	52	KANSAS STATE TREASURER	94.00				
44092	10/04/2024	924	KOON LAW FIRM LLC	2,575.00				
44093	10/04/2024	709	MABCD	59.75				
44094	10/04/2024	737	MERIDIAN ANALYTICAL LABS	90.00				
44095	10/04/2024	984	MOUNTAINLAND SUPPLY CO	3,400.52				
44096	10/04/2024	805	O'REILLY	2.54				
44097	10/04/2024	263	PINK PEST CONTROL	30.00				
44098	10/04/2024	220	SAM'S CLUB	54.74				
44099	10/04/2024	29	STUHLSATZ SERVICE INC	30.92				
44100	10/04/2024	17	TIMES-SENTINEL NEWSPAPERS	423.50				
44101	10/04/2024	762	ULINE	83.95				
44102	10/04/2024	633	UNITED RENTALS	984.22				
44103	10/04/2024	205	USA BLUEBOOK	68.89				
44104	10/04/2024	487	VISION CARE DIRECT	145.04				
44105	10/11/2024	966	BG CONSULTANTS	251.68				
44106	10/11/2024	218	CENTRAL KEY & SAFE CO INC	140.22				
44107	10/11/2024	928	CULLIGAN OF WICHITA	101.50				
44108	10/11/2024	68	D C & B SUPPLY INC	277.15				
44109	10/11/2024	312	KANSAS WATER PROTECTION FEE	603.63				
44110	10/11/2024	985	KANZA COOPERATIVE ASSOC	2,091.83				
44111	10/11/2024	955	KELLY MCELROY	367.76				
44112	10/11/2024	805	O'REILLY	2.51				
44113	10/11/2024	263	PINK PEST CONTROL	92.00				
44114	10/11/2024	981	PVS DX INC	40.00				
44115	10/11/2024	838	UTILITY SAFETY AND DESIGN INC	908.21				
44116	10/11/2024	594	VISA	2,658.43				
44117	10/11/2024	45	WASTE CONNECTIONS OF KS INC	6,269.52				
44118	10/11/2024	982	WHITESTAR MACHINERY	625.00				
*	44119	Thru 44121						
44122	10/18/2024	183	AMERICAN PUBLIC GAS ASSC	445.00				
44123	10/18/2024	474	BECKER COMPUTER SERVICES INC	915.00				
44124	10/18/2024	33	BLACK HILLS ENERGY	34.38				
44125	10/18/2024	2	BCBS OF KANSAS	14,011.25				
44126	10/18/2024	802	CENTRAL SAND COMPANY INC	482.42				
44127	10/18/2024	928	CULLIGAN OF WICHITA	44.00				
44128	10/18/2024	332	FP MAILING SOLUTIONS INC	141.00				
44129	10/18/2024	277	GARDEN PLAIN HIGH SCHOOL	45.00				

# ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
CHECK#	DATE							
44130	10/18/2024	371	HOME DEPOT	706.37				
44131	10/18/2024	149	KDHE-BUREAU OF WATER	60.00				
44132	10/18/2024	700	KIMBERLY MCCORMICK	151.15				
44133	10/18/2024	12	LEAGUE OF KS MUNICIPALITIES	125.00				
44134	10/18/2024	165	LUBBER BROS FORD	247.13				
44135	10/18/2024	529	MAINZ & ASSOCIATES	150.00				
44136	10/18/2024	737	MERIDIAN ANALYTICAL LABS	717.00				
44137	10/18/2024	987	MOTOROLA SOLUTIONS INC	1,515.47				
44138	10/18/2024	805	O'REILLY	40.78				
44139	10/18/2024	628	PAFF SIGNS LLC	81.65				
44140	10/18/2024	777	R K BLACK INC	106.23				
44141	10/18/2024	24	SEDGWICK COUNTY ELECTRIC COOP	631.07				
44142	10/18/2024	867	SYMMETRY ENERGY SOLUTIONS	368.38				
44143	10/18/2024	930	THE CREATIVE INTERNET LLC	195.00				
44144	10/18/2024	17	TIMES-SENTINEL NEWSPAPERS	141.75				
44145	10/18/2024	660	TRAFFIC CONTROL SERVICES	1,291.80				
44146	10/18/2024	762	ULINE	17.25				
44147	10/18/2024	205	USA BLUEBOOK	258.23				
44148	10/18/2024	923	VERIZON CONNECT	476.40				
44149	10/18/2024	594	VISA	1,022.24				
44150	10/18/2024	906	WELLS FARGO	225.51				
44151	10/18/2024	95	WICHITA WINWATER WORKS	177.05				
44152	10/25/2024	224	AFLAC ADMIN SERVICES	556.98				
44153	10/25/2024	928	CULLIGAN OF WICHITA	7.00				
44154	10/25/2024	68	D C & B SUPPLY INC	200.00				
44155	10/25/2024	845	EVERGY	.00				VOID:
44156	10/25/2024	845	EVERGY	2,166.11				
44157	10/25/2024	199	GODDARD ACE HARDWARE	220.88				
44158	10/25/2024	556	MID CONTINENT MARKET CNR	1,792.36				
44159	10/25/2024	680	MIDWEST SINGLE SOURCE	507.69				
44160	10/25/2024	376	PEREGRINE CORPORATION	196.18				
44161	10/25/2024	407	U.S POSTAL SERVICE (CMRS-FP)	1,000.00				
44162	10/25/2024	838	UTILITY SAFETY AND DESIGN INC	2,748.23				
44163	10/25/2024	787	VISION ALLIANCE MARKETING LLC	250.00				
*	44164							
	1458	10/04/2024	79 SALES & EXCISE TAX	383.35				E-PAY
	1459	10/07/2024	61 KANSAS EMPLOYMENT SECURITY FUN	172.55				E-PAY
	1460	10/10/2024	909 CSG FORTE PAYMENTS INC	6.50				E-PAY
	1461	10/08/2024	1 KPERS	3,888.93				E-PAY
	1462	10/11/2024	6 KS DEPARTMENT OF REVENUE	1,114.38				E-PAY
	1463	10/11/2024	562 EFTPS	6,065.55				E-PAY
	1464	10/25/2024	1 KPERS	3,863.52				E-PAY
	1465	10/25/2024	6 KS DEPARTMENT OF REVENUE	1,024.40				E-PAY
	1466	10/25/2024	562 EFTPS	5,378.19				E-PAY
	1467	10/25/2024	725 KPERS-OGLI	14.80				E-PAY

\* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	91,369.31
CLEARED	.00
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BANK 1 TOTAL	91,369.31

# ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
			**VOIDED**	.00				
		FUND		TOTAL	OUTSTANDING		CLEARED	VOIDED
10	GENERAL FUND			34,309.74	34,309.74		.00	.00
13	LOCAL SALES TAX			251.68	251.68		.00	.00
50	SPECIAL PARKS			140.22	140.22		.00	.00
55	SOLID WASTE			6,269.52	6,269.52		.00	.00
60	GAS FUND			21,537.99	21,537.99		.00	.00
70	SEWER FUND			12,521.29	12,521.29		.00	.00
80	WATER FUND			15,856.69	15,856.69		.00	.00
98	LIBRARY FUND			482.18	482.18		.00	.00

**ACCOUNTS PAYABLE CHECK REGISTER**  
**\*\*\* CHECK SUMMARY \*\*\***

BANK#	BANK NAME	DESCRIPTION
CHECK#		

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1 GARDEN PLAIN STATE BANK

44077 Thru	44118	Accounts Payable Checks
44119 Thru	44121	Payroll Checks
44122 Thru	44163	Accounts Payable Checks
1458 Thru	1467	Accounts Payable E-Pay

**ACCOUNTS PAYABLE CHECK REGISTER**

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
2 SPECIAL PROJ GARDEN PLAIN								
1065	10/03/2024	182	GILMORE & BELL	7,000.00				

\* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	7,000.00
CLEARED	.00
<hr/>	
BANK 2 TOTAL	7,000.00
**VOIDED**	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
35 SPECIAL PROJECTS	7,000.00	7,000.00	.00	.00

REPORT TOTALS:	
OUTSTANDING	98,369.31
CLEARED	.00
<hr/>	
GRAND TOTAL	98,369.31
**VOIDED**	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
10 GENERAL FUND	34,309.74	34,309.74	.00	.00
13 LOCAL SALES TAX	251.68	251.68	.00	.00
35 SPECIAL PROJECTS	7,000.00	7,000.00	.00	.00
50 SPECIAL PARKS	140.22	140.22	.00	.00
55 SOLID WASTE	6,269.52	6,269.52	.00	.00
60 GAS FUND	21,537.99	21,537.99	.00	.00
70 SEWER FUND	12,521.29	12,521.29	.00	.00
80 WATER FUND	15,856.69	15,856.69	.00	.00
98 LIBRARY FUND	482.18	482.18	.00	.00



**ACCOUNTS PAYABLE CHECK REGISTER**  
**\*\*\* CHECK SUMMARY \*\*\***

BANK#	BANK NAME	DESCRIPTION
CHECK#		

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2 SPECIAL PROJ GARDEN PLAIN

1065 Accounts Payable Checks

**To:** Garden Plain City Council  
**FR:** City Staff  
**RE:** **October Department Reports and Project Updates**

**Background:**

City staff is pleased to provide the following updates on current projects and initiatives.

**Finance:**

**Sales tax revenue:** October sales tax revenues are down slightly over October 2023. Year to Date revenues are down approximately 1% (\$131,942 vs. \$133,329). The following chart shows the City’s 1% collections since it’s implementation in 2022.

City of Garden Plain City's 1% Sales Tax Revenue May 2022-Present			
Month	2022	2023	2024
Jan	\$ -	\$ 11,702.25	\$ 13,206.25
Feb	\$ -	\$ 14,774.82	\$ 17,852.82
Mar	\$ -	\$ 11,736.33	\$ 11,449.87
Apr	\$ -	\$ 10,113.83	\$ 13,762.03
May	\$ 815.56	\$ 17,289.47	\$ 12,128.50
Jun	\$ 10,564.58	\$ 2,272.30	\$ 12,512.68
Jul	\$ 8,082.89	\$ 12,043.08	\$ 12,468.01
Aug	\$ 10,442.93	\$ 23,228.28	\$ 13,277.17
Sep	\$ 15,068.44	\$ 14,894.08	\$ 12,527.37
Oct	\$ 8,162.15	\$ 15,274.33	\$ 12,757.32
Nov	\$ 11,217.81	\$ 35,022.29	
Dec	\$ 12,342.76	\$ 87,301.38	
<b>Annual Total</b>	<b>\$ 76,697.12</b>	<b>\$ 255,652.44</b>	<b>\$ 131,942.02</b>

**Police:**

**Law Enforcement Activity:** In October there were four reportable cases generated that required investigations, most of which were generic in nature, all civil and/or juvenile. We conducted a K9 drug “sniff” in cooperation with GP schools, both middle and high school with the generous assistance of the Kansas Highway Patrol. They sent three K9 units giving us the opportunity to conduct the operation.

**Other Activity:**

- 217 area business checks
- 94 physical building checks (as a FYI these building checks include the physical walk through on a regular basis in both facilities of the grade and high school buildings to include door inspections and entry areas)
- Outside agency assists
- 12 dispatched calls for Garden Plain (check welfare, calls for service, animal/pets at large, etc.)
- There were no VIN inspections
- One fingerprint service
- 2 assist medical calls

- 19 traffic stops resulting in 7 citations inclusive of one DUI, 16 warnings of various traffic infractions
- 1 animal related calls
- 42 citizen assistance requests by phone or in person
- 9 bar checks
- 1 complaint related to ordinance violations (trailers parking)
- 5 Suspicious vehicle and/or person reports were checked on without incident
- Security for 3 GPHS home varsity events, both football and volleyball
- Trunk or Treat activities are slated for the end of the month and the police department is participating as in the past.
- Scheduled Training: In conjunction with Wichita Police Department's Bomb Squad unit both myself and Lt . Crownover attended separate trainings at the Wichita Bomb Range facility. Additionally, I attended the Kansas League of Municipal trainings at their yearly convention.

**Public Works:** Over the past few weeks our team has worked on the following projects and initiatives.

**Equipment Auction:** We are pleased to report that the City recouped close to \$16,000 in equipment sales through Gavel Roads Auction. The 2010 Ford F-250 sold for \$7,075 and we sold several other items that were of no use to us any longer.

**Natural Gas:** The anode bed repairs 343<sup>rd</sup> and 15<sup>th</sup> Street have been completed.

**Parks:**

- The tennis court lights have been replaced with LED lighting and are functioning properly.
- Playground equipment for Ternes Park has been delivered; working to determine the placement so it can be installed. We will work with Garden Plain State Bank on a ribbon cutting to celebrate their generous donation that funded the purchase of the new play structures.
- The Disc Golf course has been rearranged to accommodate the new pool. An updated map is available on the City's website.
- We have met with a contractor (VersaSport) to get a quote on moving the playground equipment at City Park.
- We will be taking out the volleyball nets in the next couple weeks.

**Streets:**

- Street sign inventory is still in the works. Its a long process with the amount of signs we have.
- We got the street sweeper back from repairs. A hydraulic motor that runs the right side broom blew a seal.

**Stormwater:** Anticipate work on phase 2 (extension of the drainage improvements) at Main and Garnett will begin in early to mid-November by Vogts – Parga.

**Water:**

- We will be replacing the meter in City Park and winterizing the park fixtures by mid November

- We will also winterize the water fountain in Ternes Park by mid November as well.

**Wastewater:**

- We are pleased to report that Mr. Brian Helton on our public works team has successfully passed his Wastewater 1 certification through the State of Kansas. He will be pursuing his level 2 and 3 certifications. As a reminder, our plant requires a level 3 operator. We are currently operating under our contracted provider.

**Other:**

- **EDC** –There was no EDC meeting in October due to lack of business items.
- **Library** – No report. Reminder the Board does not meet every month.
- **Planning Commission**- the Commission met on Oct. 30 and held public hearings for text amendments to the Zoning Ordinances and updates to the 2040 Comprehensive Plan, and updates to the Commission Bylaws. All three items will be forwarded for final action at the Dec. 4 City Council meeting.

**Upcoming Special Events/City Closures:**

- 11.06.24 – City Council Meeting – 6 PM
- 11.09.24 – Ribbon Cutting for 54 Station – Time TBD
- 11.11.24 – City Offices Closed – Veteran’s Day Holiday
- 11.13.24 – EDC Meeting – 7 PM (may cancel due to lack of business items)
- 11. 27.24 – Planning Commission Meeting Cancelled due to holiday
- 11.28 & 11.29.24 – City Offices closed – Thanksgiving Holiday
- 11.30.24 – Christmas Kick Off – Chili Feed, Council of Hope Lighting Ceremony – 4:30 PM
- 12.01.24 – Christmas Kick Off Snow/Rainout Date

**Recommended Action:** The City Council is asked to:

1. Receive and file.

**Attachments:**

None

## **Garden Plain Public Library Board Minutes June 23rd, 2024**

The monthly meeting of the Garden Plain Library Board was called to order on Sunday, June 23rd, 2024, at 5:00 pm. Board members present included Martha Dye, Allison Ebert, Rhonda Kampling, Staci Thomas, and Dana Thompson. Librarian Michele McGregor and Judy Smith were also present. The minutes from the previous month's meeting were read. Martha made the motion to approve the minutes as written and Judy seconded. Motion passed.

### **Treasurer's Report:**

Martha reported an ending balance from 04/30/24 of \$26,741.16. Total ILL bills for the month were \$51.94, Summer reading program bills equaled \$167.84, and story time bills totaled \$22.75. The ending balance from 5/31/24 was \$28,048.14. Total ILL bills for the month were \$97.83, summer reading program bills equaled \$1,008.49, and story time bills totaled \$315.00. The CD balance as of 5/31/24 was \$110,441.30.

We received a check from Levand for \$52.25. Our June book sale made \$187.50 in cash, and a Venmo deposit of \$40 for a total of \$227.50.

### **Librarian's Report:**

Michele shared some library statistics with us:

- 965 people used the library in May, including 107 that attended the first summer reading program entertainer. As of June 23<sup>rd</sup>, she's had 954 people in the library compared to 548 last year at this time.
- 203 kids are enrolled in the summer reading program compared to 135 last year
- As of May 1<sup>st</sup>, she has signed up 48 new families
- 727 reading hours have been turned in this summer

Thank you to Dana Thompson for making 64 bags that kids received for signing up for the summer reading program.

July 9<sup>th</sup> is our summer reading program family night at the GP park. Michele will book 1 bouncy house and 1 water slide blow up from Sugar Sweet in Hutchinson for the night. Mrs. Cole's snow cone trailer will also be there giving out free snow cones.

The upcoming story time craft will help decorate the city building for 4<sup>th</sup> of July.

Michele called Pink Pest to come and spray after seeing many spiders. She will check into doing bi-monthly visits versus every 3 months.

SCKLS is coming to fix the patron computers tomorrow, and they should still be under warranty.

Michele will apply for the SCKLS Tech grant in August to purchase a new printer and laptop.

The library passes are well used, and everyone appreciates being able to check them out.

Book club is going well. They meet the first Wednesday of the month and about 10-15 have been participating for the last 2 months.

Patrons really like the new library hours, especially the morning hours.

They are looking to add a puzzle table, constant craft table, and have constant coloring sheets available for patrons. We also discussed adding multisensory bags for children's checkout.

**Old Business:**

Judy talked to Kelly at the city office to follow up about the Lego grant, and Kelly will investigate it more. Judy is watching FB Marketplace looking for used Legos to purchase.

**New Business:**

Mrs. Cole's snow cone truck is coming on Friday July 5<sup>th</sup> and July 19<sup>th</sup> and will park in the library parking lot or near Main Street.

Judy is organizing a Touch a Truck event for the July 12<sup>th</sup> story time morning. This will include a fire truck, police car, and other vehicles the kids can explore.

We need to do a yearly Librarian review and raise for Michele. Michele started working in the library last March. Martha will check with Kelly at the city office for the review she wants us to use.

We have several lights out. Derek Schauf was called to work on them.

The carpet cleaning was cancelled and will be rescheduled.

**Adjournment:**

Judy made the motion to adjourn the meeting at 6:30pm and Rhonda seconded. Motion passed.

**NEXT MEETING: Sunday, August 11th at 5:00pm**

## **Garden Plain Public Library Board Minutes August 11, 2024**

The monthly meeting of the Garden Plain Library Board was called to order on Sunday, August 11th, 2024, at 5:05 pm. Board members present included Martha Dye, Michelle Mannebach, Staci Thomas, and Dana Thompson. Librarian Michele McGregor and Judy Smith were also present. The minutes from the previous month's meeting were read. Judy made the motion to approve the minutes as written and Dana seconded. Motion passed.

An amendment was made to the previous month's minutes showing the Levand Deposit as \$5,225.00 instead of \$52.25 as printed.

### **Treasurer's Report:**

Martha reported an ending balance on 06/30/24 of \$27,083.89. Total ILL bills for the month were \$90.02, and the summer reading program bills equaled \$703.45. We had a deposit of \$187.50 in cash for the garage sale / book sale donations, as well as a \$40 Venmo payment totaling \$227.50.

The ending balance on 7/31/24 was \$22,137.04. Total ILL bills for the month were \$92.79, and the summer reading program bills equaled \$1,810.72. We had a deposit of \$80.00 for fines and book donations. This month's bills included the reading celebration in the GP park with \$648.00 buying snow cones for patrons from Mrs. Cole's, and \$426 paying for 2 blow ups from Sugar Sweet (\$50 was a down payment made in June). We also had a \$180 expense to pay for air conditioner repair from Becker Brothers.

Judy presented a bill for summer reading program supplies and crafts totaling \$76.06. Staci made the motion to reimburse Judy and Michelle seconded. Motion passed.

Michele presented bills for \$85.00. She purchased 13 \$5.00 Dollar General gift cards (which can only be purchased with cash now) for \$65.00, and a table from FB Marketplace for \$20.

Michelle made the motion to reimburse Michele and Dana seconded. Motion passed.

### **Librarian's Report:**

Our library statistics continue to improve. In June 2024, we had 1,197 patrons use the library versus 548 in June 2023. In July 2024, 1,259 patrons used the library versus 423 patrons in July 2023.

We had 207 kids sign up for the summer reading program this year versus 135 last year. 132 kids participated toward their reading goals this year versus 89 last year. All summer reading program winners were new this year except for one. Overall, we spent \$853.09 in summer reading prizes, \$440.00 in gift cards, and \$1,681.00 on entertainers and snow cones at the GP park.

Michele plans to apply for the SCKLS Tech Grant on Aug. 19<sup>th</sup> to hopefully purchase a new printer, laptop, and scanner.

Judy continues to create great decorations and contests for all library patrons. Recent ones included a Cute Pet Contest and animal themed story times. She is planning upcoming Ladies Accessory Night in September, a Wine Tasting/Mixology class in the fall, and a Paint Party for Christmas.

**Old Business:**

Michele contacted Derek Schauf again about looking at our broken lights.  
Our carpet hasn't been professionally cleaned yet. Mowing was better this year.  
Martha will contact Kelly at the city office about a librarian's review form for Michele.

**New Business:**

We will plan to keep the current summer library hours through September and reevaluate if we need to keep the extended hours or go back to reduced winter hours based on our patron usage after school starts.

The plexiglass in the marquee sign is falling out and is hard to maneuver. Martha will text Joe Fisher about costs and Jennifer Wyant to see if this could be a possible Boy Scout project.  
Michelle Mannebach submitted 2 ½ hours of pulling weeds. We need mulch to fill in areas around the building. Becky Steckline got the last mulch we used at B & B lumber several years ago.

**Adjournment:**

Martha made the motion to adjourn the meeting at 6:00pm and Michelle seconded. Motion passed.

**NEXT MEETING: Sunday, October 6th at 5:00pm**