

Mulvane Public Library Board of Trustees Agenda

Monday, February 9th, 2026 5:30pm

408 N. 2nd Ave., Mulvane, KS 67110

Approved March 9th, 2026

I. Call to Order- 5:35pm

- a. Present: Kallie Kimble, Rachal Harper, Cynthia Creamer, Mandy Roderick, Joel Pile, and Director Shanna Smith-Ritterhouse.

II. Public Comments- None.

III. Reading and Approval of January Minutes

- a. Joel motioned to approve, Cynthia seconded. All in favor. Motion passes.

IV. Treasurer's Reports

- a. Mandy motioned to approve, Kallie seconded. All in favor. Motion passes.

V. Payment of Bills

- a. Ice Machine invoice less than original quote.
- b. Joel motioned to approve, Cynthia seconded. All in favor. Motion passes.

VI. Library Director's Report

Updates and News:

- **Meetings.** I attended a building insurance meeting, a Kansas Leadership Center Collaboration Group meeting (Mulvane Chamber, Senior Center, Rec Foundation, and Community Foundation), a KanShare Informational meeting online with libraries from the Northwest Kansas Library System, and two Kansas Library Association (KLA) Governmental Affairs Committee meetings online. Additionally, Stephanie and I attended the KLA's Legislative Day in Topeka on January 28th and had the opportunity to meet with two of our local legislators. Stephanie attended a Wichita Area Library Association (WALA) meeting, a Friends of the Library meeting, and a meeting with PBS Kansas about our Community Explorer Program.
- **Professional Development.** I attended the webinar Aspen Discovery Layer Customization. Stephanie attended the webinars Generative AI and the Library Collection and Big Programs on a Small Budget. Mae Beth attended the webinar Aspen User Experience. Victoria attended the webinars The Practice of Play: Understanding and Observing High-Quality Play-Based Learning and Helping Young Brains Build the Foundations to Flourish: Executive function and school readiness in the early years. Bri attended the webinar Big Programs on a Small Budget.
- **Grants.** Stephanie applied and received a \$3,000 matching Technology Grant from the South Central Kansas Library System (SCKLS). Mae Beth applied and received a

\$248 Continuing Education Grant from SCKLS. I applied for a grant from the Dr. Scholl's Foundation, but was denied.

- **Weather Closures.** The Library was closed on Saturday, January 24th and reduced hours on Monday, January 26th due to winter weather.
- **Outreach.** Stephanie provided library information at KAKE TV's morning show. Mae Beth provided library information to a school group from Oxford and a group for the Mulvane Senior Center.
- **KanShare Meeting.** The KanShare Library Directors met and discussed the transition to the Aspen Discovery Layer, bylaws, and the potential for new libraries to join the consortium. I was again nominated and elected to serve as the group's Executive Secretary.
- **Friends of the Library.** The group met in January and discussed future events including a spring book sale and participating in the Downtown Farmer's Market in April. Although they did not place in the Kansas Star Casino Tree Contest, the group received more money for participating than in previous years.
- **Building Maintenance.** The roofers visited to examine the leaky ceiling in the youth area.
- **Donations.** Kayla M. donated time and coffee for the Coffee 101 program. Lori H. donated time to host Paws & Read. Jane's Landing donated coffee for the weekly Chat & Play Café. General volunteers included: Matt and Leslie.

Projects:

- **Library Signage.** I am exploring additional signage for the Library.
- **Summer Reading Program.** I will be creating marketing materials, soliciting donations, and preparing the storywalk for the Summer Reading Program.

Upcoming Events and Programs:

- **Book Clubs.** Books with Bite will discuss *Maame* by Jessica George on Thursday, February 12th, at 6:30pm at Waffle Bus (Derby). Books with Spice will discuss *Nero* by S.J. Tilly on Thursday, February 19th, at 6:30pm in the large conference room. Fiction & Friends will discuss *Under the Bayou Moon* by Valerie Fraser Luesse on Thursday, February 26th, at 1pm in the large conference room and 6:30pm in the multipurpose room.
- **Storytimes.** Victoria is holding storytimes on Wednesdays at 10:30am and Fridays at 10:30am/11:30am. Wednesdays are geared towards preschool aged children and Fridays are for the littlest ones. In between Friday's storytimes there is the Chat & Play Cafe, a playtime for tots while parents and caregivers mingle.

- **Discover & Play.** Join Miss Victoria on Tuesday mornings at 10:30am for our discovery play time! There will be lots of fun activities, toys, and sensory materials for you and your children to play with together! Geared towards kids ages 0-5.
- **Weekly Crafts.** Crafts for children are available weekly, and teen crafts are available in the teen area on a bi-weekly basis as well.
- **Exploration Station (Grades K-2).** Come hang out at the Library after school each Tuesday at 4pm with Miss Victoria in the Multipurpose Room! There will be a variety of activities, ranging from STEAM projects to basic cooking to fort building to scavenger hunts and more!
- **Spark Zone (Grades 3-5).** Each Thursday at 4pm, visit the Library for an after school hangout time with video games, ping pong, crafts, coloring, and more! This program is geared towards kids in grades 3-5.
- **Paws and Read.** Join Lori and her dogs and cat for our Paws and Read program! Children can practice their reading skills with trained therapy pets. Studies have shown that children who read to animals improve their reading skills and confidence! Paws and Read happens each 1st and 3rd Tuesday at 3:30pm and 2nd and 4th Wednesday at 11am.
- **Cookie Bookie.** On the second Tuesdays at 6pm during the school year, join Miss Victoria for a fun storytime for children ages 0-5! After storytime, stick around for a craft and playdough fun! Every child between ages 0-5 who attends will go home with a new book.
- **Family Storytime.** This storytime falls on the 4th Saturday of the month at 10:30am. The next date of this program will be on Saturday, February 28th at 10:30am. The theme of the program will be "love."
- **Homeschool Collective.** Join other homeschool families at the Library on Thursday, February 12th from 1-2:30pm. This program is held monthly on the 2nd Thursdays. We will have a variety of materials for families to utilize in their learning journeys, as well as activities available for free play. This gathering is an opportunity for patrons choosing to homeschool in the Mulvane area to meet other families, learn together, and utilize resources that might not be easily available to them. Staff will be present to assist as needed, but this time is designed for homeschoolers to connect and interact with each other.
- **Teen Scene.** Teen Scene is hosted each week on Monday and Wednesday afternoons at 3:30pm for grades 6-12. Activities vary and registration is not required.
- **DIY Craft Night.** Do-It-Yourself (DIY) Craft Night takes place the second Monday of the month at 6pm. In the month of February, it will be quick sew keychains.

- **Bunco Night!** Come meet new people and play Bunco on the first Monday of the month at 6pm. Bunco is a dice game generally played with twelve or more players, divided into groups of four, trying to score points while taking turns rolling three dice.
- **Game Night at the Library.** Come play games at the Library every Wednesday from 5-7pm! This program is for all-ages and skill levels. Games may include D&D and a variety of board games. This program will be held in the multipurpose room and staff will be present to facilitate as needed. No registration required.
- **Crafternoon.** Join us every third Thursday from 1-3pm for a crafty afternoon at the library! Crafts vary each month! This month's craft on February 19th is button making, but there will also be various other craft supplies for an open craft opportunity.
- **Winter Book Bingo.** Between January 2nd and March 31st, pick up a winter book bingo card at the Library. Fill in your card with 5 books in a row to win a prize. This reading program is for teens and adults.
- **Coloring & Movie Night.** Join us on Monday, February 23rd at 6pm for a relaxing night of coloring pages, popcorn, and Devil Wears Prada!
- **Teen Advisory Board.** Help plan events, pick out new books, and share your ideas on how to make the library a better hangout spot for teens! Teen Advisory Board meets quarterly on the last Tuesday of the month to chill, brainstorm, and eat snacks. Your voice matters—come make a difference on Tuesday, February 24th at 4pm!
- **Women's History Tea.** Celebrate Women's History Month on Saturday, March 7th at 10:30am by enjoying a cup of tea and listening to a panel discuss women in leadership roles!

Stats:

- **Total Circulation for January.** 2024: 3,765; 2025: 3,688; and 2026: 4,136 (last month: 3,781).
- **Physical Materials Circulation for January.** 2024: 3,031; 2025: 2,703; and 2026: 3,075 (last month: 2,764).
- **eCirculation for January.** 2024: 734; 2025: 985; and 2026: 1,061 (last month: 1,017) checkouts for Libby and Kanopy (Overdrive).
- **New Patrons for January.** 2024: 23; 2025: 28; and 2026: 33 (last month: 31).
- **Number of Programs in January.** 46 Youth (age 0-11) Programs/Take-Home Crafts; 10 Teen Programs/Videos; and 12 Adult Programs. Total January Programs in 2024: 63; 2025: 56; and 2026: 68 (last month: 64).

- **Attendance of Programs in January.** 1,223 attended the Youth Programs/Take-home Crafts; 116 attended Teen Programs/Videos; and 116 attended Adult Programs. Total January Attendance in 2024: 1,058; 2025: 1,102; and 2026: 1,455 (last month: 1,630).
- **New Items.** 308 items were purchased in January.

Checkout- January 2026 (By Type)

Adult NF	214
Adult Fiction	579
Graphic Novels	130
Audio	4
Board Book	245
DVD	164
Easy Reader	630
Juvenile Fiction	231
Juvenile NF	294
Juvenile GN	140
Juvenile Audio	5
Wonderbook	27
Juvenile DVD	136
Large Print	51
Board Game	7
Magazines	54
In-house	16
Library of Things	6
Interlibrary Loan	48
Other	18
YA	57
YA NF	3
Kit	16

Total: 3,075

New Items Purchased January 2026 (By Type)

Adult NF	21
Adult Fiction	92
Graphic Novels	18
DVD	17
Board Book	8
Easy Reader	46
Juvenile Fiction	18

Juvenile NF	19
Juvenile GN	8
Large Print	3
Magazines	40
YA	13
Wonderbook	5

Total: 308

- a. Mandy motioned to approve, Cynthia seconded. All in favor. Motion passes.
- VII. Old Business-** None.
- VIII. New Business**
 - a. Annual Reports
 - i. Information reviewed. Most statistics were up in 2025, but patron cards went down due to the removal of inactive patrons that were carried over from the former checkout system.
 - b. Sign Project
 - i. Proposal for signage reviewed. Two different quotes based on size. Shanna is working with the City on how to proceed forward.
 - ii. No votes taken, information shared.
- IX. Executive Session-** None.
- X. Announcements**
 - a. Next Library Trustee Meeting- March 9th, at 5:30pm
- XI. Adjournment- 6:10pm**
 - a. Mandy motioned to adjourn, Cynthia seconded. All in favor. Motion passes.

Minutes by: Rachal Harper