

Mulvane Public Library Board of Trustees Agenda

Monday, July 14th, 2025 5:30pm

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

Approved August 11th, 2025

I. Call to Order

- a. Meeting called to order at 5:34 PM.
 - i. Board Members Joel Pile, Kallie Kimble, Cynthia Creamer, Tyler Miranda, Madison Jurgensmeyer, and Director Shanna Smith-Ritterhouse in attendance.

II. Public Comments- None.

III. Reading and Approval of June Minutes

- a. Tyler motioned to approve, Madison seconded. All in favor.

IV. Treasurer's Reports

- a. Madison motioned to approve, Tyler seconded. All in favor.

V. Payment of Bills

- a. Joel motioned to approve, Tyler seconded. All in favor.

VI. Library Director's Report

Updates and News:

- **Meetings.** I attended the Chamber Appreciation Lunch, Chamber Night Patriot Baseball Game, the soft opening of the MCAT Transportation System, and the City's Budget Workshop. Stephanie attended the Chamber Appreciation Lunch and provided orientation to a new volunteer.
- **Professional Development.** Shanna attended the webinars Envisionware's Reservation Service, Legislating Access: CT, NJ, and the eBook State Law Win, Advocacy at Your Library: Hosting Legislator Visits, and Everyday Disasters Affecting Cultural Heritage Collections Webinar. Stephanie attended the webinars Advocacy at Your Library: Hosting Legislator Visits and Teaching Critical Thinking and AI through the Library. Mae Beth attended the webinar ByWater Solutions Back to Basics: An Administrative Guide to Koha. Victoria attended the webinars The Impact of Play and How to Talk with Infants and Toddlers to Build Receptive and Expressive Language Development. Samantha attended the webinars Cooking with Comics Webinar and A Vision for Success: How Large Print Leads to Reading Breakthroughs. Isaac attended the webinars Copyright in the Age of AI and Dealing with Awkward Situations in Youth Services.
- **Outreach.** I provided library information to the KAKE TV morning show.
- **Library Weather Closure.** The Library closed early at 5pm on Tuesday, June 17th due to severe storms.

- **Building Maintenance.** The ceiling slats in the vaulted area are drooping again. The construction company has been contacted about fixing the pieces.
- **Friends of the Mulvane Public Library.** The Friends of the Library met in July to discuss the window contest as part of Old Settlers, future fundraising ideas, and financial processes.
- **Donations.** Catherine J. and Brenda M. from the Sedgwick County Conservation District donated time to host a painting program. The Mulvane Fire Department donated time at the water party. Lil' Deuce Scoop donated fruit juice cups for the water party. Michelle M. with Love on a Leash donated time at the Family Storytime. Lori H. donated time to host Paws & Read. Jane's Landing donated coffee for the weekly Chat & Play Café. Leslie, Gunner, and Chyna donated time as general volunteers.

Upcoming Events and Programs:

- **Book Clubs.** Books with Spice will discuss *Tangled Up in You* by Christina Lauren on Thursday, July 17th, at 6:30pm in the large conference room. Fiction and Friends will discuss *The Hazelbourne Ladies Motorcycle and Flying Club* by Helen Simonson on Tuesday, July 22nd, at 6:30pm in the multipurpose room (*Date change due to scheduling conflict!). Books with Bite will discuss *DallerGut Dream Department Store* by Lee Mi-ye on Thursday, August 14th, at 6:30pm at Pizza John's (Derby).
- **Social Media Book Club.** The Library also hosts a social media book club each month. It focuses on non-fiction (Facebook), and the current title is *The Sound of a Wild Snail Eating* by Elizabeth Tova Bailey.
- **Summer Storytimes.** Victoria is holding storytimes on Tuesdays at 10:30am and Fridays at 10:30am/11:30am during the Summer Reading Program. Tuesdays 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. *Regular session Preschool Storytimes on Wednesdays at 10:30am will resume on July 23rd.
- **Summer Discover & Play.** During the Summer Reading Program, this session takes place from 11am-12pm following the summer storytime on Tuesdays. *Regular session Discover & Play on Tuesdays at 10:30am will resume on Tuesday, July 22nd.
- **Weekly Crafts.** Crafts for children and teens are available weekly.
- **Paws and Read.** Join Lori and her dogs and cats for our Paws and Read program! Children can practice their reading skills with trained therapy dogs. Studies have shown that children who read to dogs improve their reading skills and confidence! During the summer, the therapy animals are available on Wednesdays at 10:30am
- **Family Storytime.** This storytime falls on the fourth Saturday of the month at 10:30am. The next date of this program will be on Saturday, July 26th at 10:30am.

In July, join the Library for an open craft session. It will be followed by the Love on a Leash program at 11:15am.

- **Teen Gaming.** During the Summer Reading Program, this open gaming session takes place Monday-Thursday at 3:30pm for teens. Beginning on July 21st, it will return to Mondays only.
- **Teen Scene.** Teen Scene is hosted each week on Wednesday afternoons at 3:30pm for grades 6-12. Activities vary and registration is not required.
- **Teen Blush Book Club.** On the first Thursday of the month at 4pm, join us for a teen book club! Blush Book Club is an extension of our Books with Spice program for high school students. This group reads young adult (YA) romance, and meets in the large study room. The title for August 7th is *Check & Mate* by Ali Hazelwood.
- **DIY Craft Night.** Do-It-Yourself (DIY) Craft Night takes place the second Monday of the month at 6 pm. In the month of July it will be planter painting.
- **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.
- **Youth Programming Break.** During the week of July 14th-19th, no youth or teen programming will take place as we pivot from the Summer Reading Program to regular session programs.
- **Theater Class with Mulvane WildActs Community Theater.** Join us on Monday, July 21st at 6pm for a special class on theater with the Mulvane WildActs Community Theater! Learn more about what goes into productions, the magic of theater, and more!
- **Coding with Steve for Tweens.** Join us for a screen-free introductory coding class brought to you by the Sedgwick County Extension Office! Two identical classes of "Coding with Steve" with limited seating will be offered on Thursday, July 24th and Thursday, July 31st at 11:00am. Registration is required to attend; you can sign up for whichever date fits your schedule on our website or by calling/stopping by the front desk. These classes are designed for children entering 3rd-6th grade this coming Fall semester. Grab a seat before they fill up and get ready to learn the language of robots!
- **Donate and Decorate.** On Monday, July 28th at 6pm, join us for a Clothes Swap! Donate gently used clothing and receive a plain t-shirt in return, ready for you to

customize with puffy paint, screen pressing, and more creative tools. It's the perfect way to refresh your wardrobe while giving back and getting crafty!

- **Messtival.** What's a Messtival? It's a chance to get messy and explore in lots of different ways! Families with kiddos ages 7 and under can join us on Wednesday, July 30th from 10:30am-12pm for this fun event! Make sure to have your kids (and you) wear clothes that can get dirty. You are encouraged to bring a towel too! There will be activities with water, paint, shaving cream, mud, Jell-O, and more!
- **Summer Cooking Class.** On Thursday, July 31st, at 6pm, join us for a quick and fun bread-making class! Registration is required. Call or go online to our calendar to add your name.
- **Summer Storywalk.** From Memorial Day weekend to August 3rd, read the book Scribble Stones by Diane Alber with your family while walking the downtown of Mulvane. Maps/activity pages are available at the start of the walk (Chamber Office: 104 Prather) or at the Library. When kids finish the activity page, bring it back to the Library for a prize!

Stats:

- **Total Circulation for June.** 2023: 5,046; 2024: 5,495; and 2025: 4,617 (last month: 4,167).
- **Physical Materials Circulation for June.** 2023: 4,392; 2024: 4,692; and 2025: 3,765 (last month: 3,271).
- **eCirculation for June.** 2023: 654; 2024: 803; and 2025: 852 (last month: 896) checkouts for Libby (Overdrive).
- **New Patrons for June.** 2023: 40; 2024: 48; and 2025: 41 (last month: 49).
- **Number of Programs in June.** 43 Youth (age 0-11) Programs/Take-Home Crafts; 11 Teen Programs/Videos; and 10 Adult Programs. Total June Programs in 2023: 72; 2024: 70; and 2025: 64 (last month: 81).
- **Attendance of Programs in June.** 2,720 attended the Youth Programs/Take-home Crafts; 47 attended Teen Programs/Videos; and 139 attended Adult Programs. Total June Attendance in 2023: 2,145; 2024: 2,325; and 2025: 2,906 (last month: 3,612).
- **New Items.** 226 items were purchased in June.

Checkout- June 2025 (By Type)

Adult NF	211
Adult Fiction	625
Graphic Novels	132
Audio	31
Board Book	333
DVD	150

Easy Reader	905
Juvenile Fiction	312
Juvenile NF	234
Juvenile GN	299
Juvenile Audio	3
Wonderbook	33
Juvenile DVD	139
Large Print	98
Board Game	6
Magazines	52
In-house Equipment	13
Library of Things	7
Interlibrary Loan	44
Other	7
YA	83
YA NF	2
Kit	46

Total: 3,765

New Items Purchased- June 2025 (By Type)

Adult NF	13
Adult Fiction	68
Graphic Novels	2
DVD	16
Board Book	9
Easy Reader	31
Juvenile Fiction	11
Juvenile NF	9
Juvenile GN	5
Large Print	2
Magazines	38
YA	21
Equipment	1

Total: 226

- a. Noted in discussion about Director's Report: Envisionware upgrade to a cloud-based system will be needed soon. Primary cost will be migration, approximately \$1,300.
- b. Tyler motioned to approve, Madison seconded. All in favor.

VII. Old Business

- a. Ice Maker Update

- i. Multiple repairs made, but machine is at the end of its life.

VIII. New Business

- a. HVAC Issue & Quote
 - i. MJB installed an unapproved part and sent an invoice for it. Kruse quoted \$1,800 versus MJB's \$2246 quote. Shanna will ask MJB to match the Kruse quote and pursue another company for future maintenance.
 - ii. Joel motioned to approve \$1,800 payment to MJB. Tyler seconded. All in favor.
- b. Ceiling Repair
 - i. Kallie motioned to approve ceiling repair. Joel seconded. All in favor.
- c. Maintenance Day Closure
 - i. Madison motioned to approve 2-day closure for maintenance. Cynthia seconded. All in favor.

IX. Executive Session

- a. Patron Incident
 - i. Entered executive session at 6:05 PM. Closed at 6:07 PM.
 - ii. Only information shared.

X. Announcements

- a. Next Library Trustee Meeting- August 11th, at 5:30pm

XI. Adjournment

- a. Kallie motioned to adjourn, Cynthia seconded. All in favor. Adjourned at 6:07 PM.

Minutes Submitted By:

Madison Jurgensmeyer, Secretary