

Atkins Public Library Board Minutes

April 6th, 2026 @ 4pm

City Council Chambers

Call meeting to order- Carney called the meeting to order. Present were Carney, Lapan, Scheer, Fiala, and Duball. Absent-Lochner.

Secretary's Report- Motion made by Carney to approve secretary report, Lapan seconded motion, motion carried.

Financial Report- Expense/revenue report was reviewed. Scheer made motion to approve financial reports, Lapan seconded, motion carried.

Unfinished Business-

- Director updated the Board on the book return. The insert will be here this week.
- Director shared a bit about the job search and the candidate for the new hire.

New Business-

Scheer made motion to close the Library on April 25th for the Fire Station open house. Carney seconded motion. Motion carried.

Public Comment-None

Boards Report- John talked about the park pavilion rental and how it is not Library business. Carney made a motion to remove the park pavilion rental from the library staff duties. Scheer seconded the motion, motion carried.

Director's Report-

- The library had 425 patrons in the month of March, 313 attending programs, with a total of 738 using the library, with
- 27 programs held for the month of March.
- The library had 383 check-outs, 401 check-ins, 69 renewals, and 27 in house use.
- The library had 9 patrons added to our library family this month. With 16 patrons accounts modified.
- Library has added 111 new holdings to our library.
- The library received 25 calls for the City Park Rental in the month of March, with 11 walk-ins and 5 agreements signed in March for the City Park Rental.
- Director is registered for the webinar training for Library Websites and the ADA: It Takes Two. The webinar will be recorded.
- Received SRP sponsorship from Atkins Savings Bank and D&N Fence.

Bills to be approved- Lapan made a motion to approve bills, Carney seconded motion, motion carried.

Amazon	Books/Programs	Inv#1CLQPLLC6ND7	\$292.05
Amazon	Books	Inv#13THL6QXH9K9	\$32.45
Amazon	Book	Inv#1V31YMNJT6FG	\$105.48
Amazon	Book/office supplies	Inv#1QP1NNLNR4JQ	\$389.69
Amazon	Book/program	Inv#16PGKD6RYLHJ	\$42.89
ATC	Phone	Acct#0013000600	\$75.91
DP Properties	Cleaning	INV#100558	\$508.00
Walmart	Program supplies	Trans#08012555666753210433	\$34.45
Pamela Duball	Training	Mileage sheet	\$29.73
DEMCO			\$1949.48

Total Expenses **\$3,460.13**

Copies month of March	\$75.45
Park Pavilion City Income/Deposit	\$775.00
Fax month of March	\$8.00
Summer Reading Sponsorship	\$100.00
Library Fines	\$73.46
Puzzle Program	\$20.00

Total Income **\$1,051.91**

Next meeting- May 4th, 2026

Adjournment- Scheer made a motion to adjourn the meeting, Carney seconded, motion carried.

_____ Date: _____

_____ Date: _____