

Regular Board Meeting Minutes

Monday, March 15, 2018

The Board of Trustees of the Polk County Library met in session on Monday, March 15, 2018 at 3:00 pm at the Polk County Library at Bolivar, MO. Those present were LeeAnn Clark, Suzanne Donnell, Julian Pace, Kaye Eversoll and Duncan Meadows. Also present was Colleen Knight, PCL Director and Tiffany Taylor, PCL Assistant Director.

President LeeAnn Clark called the meeting to order. Ms. Donnell made a motion to approve the agenda. Mr. Meadows seconded. All members voted in favor. **Motion Carried.** The minutes from the previous meeting were reviewed. Mr. Meadows moved that the minutes be approved. Ms. Donnell seconded the motion. All members voted in favor. **Motion carried.**

The Financial reports and bills for the month were examined by the Board. Ms. Clark moved that monthly bills and financial reports be approved. Mr. Meadows seconded. All members voted in favor. **Motion carried.**

Ms. Knight gave the Directors report. Ms. Knight reported on circulation, patron visitation and computer use. Morrisville is continuing its downward trajectory. However plans for re-organization will begin this month.

In other news, Ms. Knight reported on the materials checked out by patrons that has not been returned. The library has 2009 such items in the last two years for a total loss of \$43,900. The library has outstanding patron debt of over \$93,000; however, most of that is patrons owing less than \$20. A discussion was held on if the library needed to hire a collection agency; no action was taken at this time.

Board Training via the grant that the library received from the MO State Library was also discussed. It was decided that a 3-hr Session on a Saturday would be best. No date has currently been set for training.

Ms. Knight reported that all matters dealing with the Sunshine Lawsuit and the Complaint with the Attorney General's Office have been closed with no fault found in the library's actions.

The board also discussed the Library's Insurance Coverages. Ms. Knight has requested a quote from insurance agent for Employment Practices and 3rd Party Discrimination Liability rider to add to the Directors and Officers Insurance.

Ms. Knight reported has not heard back from the realtor regarding the vacant lot next door to the Humansville library and that the contract for the construction for Humansville has not been signed yet due to trying to locate matching brick to establish a time schedule for contract.

At 4:25 pm, Mr. Meadows made a motion to adjourn the regular meeting. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**

The next regular board meeting will be Tuesday, April 17, 2018 at 6:15 pm