

## Regular Board Meeting Minutes

Tues, June 19, 2018

The Board of Trustees of the Polk County Library met in session on Tuesday, June 19, 2018 at 6:15 pm at the Polk County Library-Morrisville at Morrisville, MO. Those present were LeeAnn Clark, Julian Pace, Kaye Eversoll and Duncan Meadows. Also present was Colleen Knight, PCL Director, Tiffany Taylor, PCL Assistant Director and Alan Nippes of Square House, LLC. Absent was Suzanne Donnell.

President LeeAnn Clark called the meeting to order. Mr. Meadows made a motion to approve the agenda. Ms. Eversoll 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. Eversoll seconded the motion. All members voted in favor. **Motion carried.**

The board opened the floor to Mr. Nippes to present the results of the 2017 Financial Audit. The auditors issued a clean audit; the financial statements are free from material misstatements and there are no material findings on reporting on performance objectives or non-compliance with legislation. Mr. Nippes did recommend looking at the Edward Jones and the CFO-Building accounts for changes in investments.

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

Ms. Knight gave the Directors report. Ms. Knight reported on circulation, patron visitation and computer use for May.

Ms. Knight also report on the progress of current projects. Humansville is still on track to open meeting room in late September. Ms. Knight, Ms. Taylor and employee Kendra Hammer have all been attending Human Resource workshops in order to be more versant on current HR law and being work on the Employee Handbook.

The staff have been issued new email addresses with the polkcolibrary.org extension. This was necessary as MORENET will no longer host email services.

Ms. Knight gave a demonstration of the new library website which is slated to go live on August 1<sup>st</sup>. The website will feature online forms for Interlibrary Loans, Employment, Patron Purchase, Ask-a Librarian, and other forms.

At 8:05 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, July 17, 2018 at 6:15 pm at the Fair Play Library.