

## Regular Board Meeting Minutes

Tues, Aug 21st, 2018

The Board of Trustees of the Polk County Library met in session on Tuesday, August 21, 2018 at 6:20 pm at the Polk County Library at Bolivar, MO. Those present were LeeAnn Clark, Kaye Eversoll and Duncan Meadows. Also present was Colleen Knight, PCL Director and Tiffany Taylor, PCL Assistant Director. Absent were Suzanne Donnell and Julian Pace.

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.**

Ms. Eversoll made a motion to set the tax levy for FY2019 at the current rate of .02413 per \$100 valuation. 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. Eversoll seconded the motion. All members voted in favor. **Motion carried.**

The Financial reports and bills for the month were examined by the Board. Ms. Eversoll moved that monthly bills and financial reports be approved as presented. 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 for July. Ms. Knight also gave a report on Summer Reading Program.

Ms. Knight also reported other library happenings. The children's section will be re-cataloged into new shelving locations to facilitate easier locating for patrons. Staff appreciation dinner will be Sept 25 from 5-7 at Dunnegan Park. Staff Development day will be Dec 14<sup>th</sup>.

Humansville's meeting room is on schedule and an open house has been scheduled for Sept 22. The Bolivar library had alarms installed in the main area of the library and meeting room for fire protection.

The library received a Mini-Technology grant from the State for \$6284 to purchase new copier/printers for Bolivar and Humansville.

In New Business, Ms. Knight distributed the new proposed personnel policy for reading and review. The personnel policy and changes will be discussed at the next meeting

At 7:22 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, September 18, 2018 at 6:15 pm at the Humansville Library.

Post Script: The September 18<sup>th</sup> meeting was not held because of lack of quorum.