

## Board Meeting Minutes

Tues, January 21<sup>st</sup>, 2020

The Board of Trustees of the Polk County Library met in regular session on Tuesday, January 21<sup>st</sup> at 6:15 pm at the Polk County Library, Bolivar, MO. Those present were Lee Ann Clark, Kaye Eversoll, Julian Pace, and Suzanne Donnell. Absent was Duncan Meadows. Also present was Colleen Knight, PCL Director, Tiffany Taylor, PCL Assistant Director, and former employee Rebecca Galloway. President Clark called the meeting to order at 6:17 pm. Ms. Donnell made a motion to approve the agenda. Ms. Eversoll seconded. All members voted in favor. **Motion Carried.**

During the public comments time, Rebecca Galloway addressed the board on reimbursement of medical bill.

The minutes from the previous meeting were reviewed. Ms. Eversoll moved that the minutes be approved. Ms. Donnell seconded the motion. All members voted in favor. **Motion carried.**

The Financial reports and bills for November and December, 2019 were examined by the Board. Ms. Donnell moved that the bills and financial reports be approved as presented. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**

Ms. Knight gave the monthly Directors report. Ms. Knight informed board of new staff member Braden Jones. He was featured in an article in the Bolivar Herald Free Press. She explained a rule change from the Department of Labor regarding salary exempt employees which effected Kendra Hammer, Circulation Supervisor and the changes made to her job classification as salary exempt to salary non-exempt.

The Friends of the Library have collected over \$5500 for audiobooks donated in honor of Sue Roweton. Ms. Knight has purchased 69 downloadable audio books for the collection so far with about \$1000 left to spend. The Friends will be purchasing a memorial plaque.

Ms. Knight reported on a maintenance issue at Humansville. There was a leak in the water line on our side of the meter on December 13th. Humansville Library was shut down until Lance could make the repairs the following day. However the water bill for Humansville was \$639.85. After negotiation, the bill was reduced to \$351.10.

The library will be adding Hoopla in the coming year. Hoopla will add over 750,000 digital items to collection: movies, music, eBooks, and audiobooks. Patrons will be able to check out 5 items per month to start.

Ms. Knight talked about the Winter Reading Program: Rewind to the 80's. Several articles have been in the paper in recent weeks.

Ms. Knight also reported that the library will be receiving several grants this year. \$6418 for the summer reading program and \$750 for the Evergreen International Conference in April. Tiffany has also written a grant for new staff computers at Bolivar.

The Parental Oversight of Public Libraries Act (HB2044) was discussed. At this time, the bill has not been assigned to a committee.

Ms. Knight has been invited to teach a workshop on Budgets and Purchasing Basics at a New Director Boot camp that the State Library will be hosting in Jefferson City on April 16 & 17. She will also teach a webinar on the topic later in the summer.

In new business, Ms. Knight presented the Annual Report for 2019.

At 7:30 pm, Ms. Donnell made a motion to adjourn the regular meeting and go into closed session to discuss a personnel issue. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**

The Board came out of closed session at 7:45 pm and announced that a motion was made by Ms. Donnell, seconded by Ms. Eversoll and unanimously passed to issue Rebecca Galloway a medical reimbursement check for \$236.32.

The next regular board meeting will be Tuesday, February 17, 2020 at Bolivar Library at 6:15 pm.