

## Board Meeting Minutes

Tues, October 15, 2019

The Board of Trustees of the Polk County Library met in regular session on Tuesday, Oct. 15th , 2019 at 6:15 pm at the Polk County Library, Bolivar, MO. Those present were Lee Ann Clark, Kaye Eversoll, Julian Pace, and Duncan Meadows. Also present was Colleen Knight, PCL Director and Tiffany Taylor, PCL Assistant Director. Absent was Suzanne Donnell.

President Clark called the meeting to order at 6:10 pm. Mr. Meadow 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. Mr. Pace seconded the motion. All members voted in favor. **Motion carried.**

The Financial reports and bills for the last month were examined by the Board. Mr. Eversoll moved that the 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 that as regards to circulation, computer use and patron visits through the 3<sup>rd</sup> Quarter. Circulation and Patron visits have remained steady; however, computer use is down 5% for the year but wifi usage is growing by 5%. Ms. Knight also gave a summary of the outreach successes to the county schools during school fairs and teacher work days.

Ms. Knight reported on the results of the age evaluation of the Non-Fiction collection. While the results were virtually the same as last year, Ms. Knight reported that materials selectors are using the data to do strategic purchasing through the end of the year. Currently the collection has 74622 items in print.

Ms. Knight also reported on some of the sessions at the Missouri Library Association Conference in Kansas City and the Staff Development day on Oct. 14<sup>th</sup>.

In other business, the board looked at the proposed FY20 Payroll Schedule and updated pay scale for FY20-23 that had been tabled from last month. Mr. Meadows made a motion to approve the proposal. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**

Ms. Knight also gave the Board some reading material on strategic planning for the February meeting.

At 7:27 pm, Ms. Eversoll made a motion to adjourn the regular meeting. Mr. Pace seconded. All members voted in favor. **Motion carried.**

The next regular board meeting will be Tuesday November 19th at Bolivar Library at 6:15 pm.