

Board Meeting Minutes

Tues, September 17, 2019

The Board of Trustees of the Polk County Library met in session on Tuesday, Sept 17th , 2019 at 6:15 pm at the Polk County Library, Bolivar, MO. Those present were Kaye Eversoll, Julian Pace, and Duncan Meadows. Also present was Colleen Knight, PCL Director and Tiffany Taylor, PCL Assistant Director. Absent was President LeeAnn Clark and Suzanne Donnell

Vice-President Meadows called the meeting to order at 6:15 pm. Ms. Eversoll made a motion to approve the agenda. Mr. Pace seconded. All members voted in favor. **Motion Carried.**

The minutes from the previous meeting were reviewed. Mr. Pace 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 last month were examined by the Board. Mr. Eversoll moved that the bills and financial reports be approved as presented. Mr. Pace seconded. All members voted in favor. **Motion carried.**

Ms. Knight gave the Directors report. Ms. Knight reported that as regards to circulation and patron visits, Bolivar and Fair Play are up but Humansville and Morrisville are down; computer use is down at Bolivar, but up significantly at branches. Ms. Knight also gave a summary of the outreach successes, including Country Days where library staff face painted 195 children.

In other news, the library has experienced some staff turnover in the last month. We lost one employee and hire 3 new employees. Staff Development day will be October 14th.

Ms. Knight also reported that the parking lot has been resealed, striped and the islands removed to improve flow. Ms. Knight reported that Missouri Evergreen switch to new vendor and the upgrade went smoother than expected. Circulations services were never effected.

Ms. Knight received the medical insurance rates for employees next year and they had decreased significantly, saving the library almost \$9000 in employee benefits next year.

Ms. Knight will be at the Missouri Library Association Conference in Kansas City on Oct 3 &4. Mr. Pace made a motion that the library offer an MLA membership for all trustees. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**

In other business, Ms. Knight submitted proposed FY20 Payroll Schedule and updated pay scale for FY20-23. Because there were two absences, Ms. Eversoll made a motion to table discussion until October meeting. Mr. Pace seconded. All members voted in favor. **Motion carried.**

Ms. Knight presented the Board with an accounting of outstanding Evergreen bills due to lost material or overdue fines. She also explained that there were 5286 patron accounts that were expired for over 3 years, 1561 of those had balances. Ms. Eversoll made a motion to purge all expired accounts over 3 years. Mr. Pace seconded. All members voted in favor. **Motion carried.**

At 7:18 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 October 15th at Bolivar Library at 6:15 pm.