

## Board Meeting Minutes

Tues, November 19, 2019

The Board of Trustees of the Polk County Library met in regular session on Tuesday, November 19th, 2019 at 6:15 pm at the Polk County Library, Bolivar, MO. Those present were Lee Ann Clark, Kaye Eversoll, Julian Pace, Suzanne Donnell, and Duncan Meadows. Also present was Colleen Knight, PCL Director and Tiffany Taylor, PCL Assistant Director. President Clark called the meeting to order at 6:17 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. A grammatical error was noted. Mr. Pace moved that the minutes be approved as corrected. Ms. Donnell 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. Meadows 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 Directors report. Ms. Knight reported that circulation, computer use and patron visits are trending the same as all year. Ms. Knight reported on several staffing issues leaving the library short staffed in the month of November. Morrisville library has been closed on Saturdays for November due to these issues.

In November, the Bolivar Library held a celebration of life for Sue Roweton, a longtime Friends of the Library member. An estimated 750 people showed up. The family had requested that in lieu of flowers for people to make a donation to the Friends of the Library. Close to \$5000 was donated. Ms. Knight, after speaking to the family, will purchase downloadable audio books for the collection along with a memorial plaque.

The library received an art donation from the Springfield Art Museum. The gift was several concrete art suitable for outside display created by the Bolivar 6<sup>th</sup> Grade Gifted Class taught by Beth Grabowski. A PSA was sent to the Bolivar Herald Free Press to announce this gift.

Ms. Knight also reported on the status of several maintenance issues. One of the study rooms is complete, and Lance will be working on the second. The second light pole fixture was replaced to match the other light pole and installed with LED lights.

Ms. Knight talked about several upcoming programs, Drop N Shop, Pictures with Santa, Winter Reading Program, and Novel Ideas Book Club for 2020.

In new business, the board looked at the proposed FY20 Budget. After discussion, Mr. Meadows made a motion to approve FY2020 Budget as presented. Ms. Donnell seconded. All members voted in favor. **Motion carried.**

At 7:11 pm, Mr. Meadows made a motion to adjourn the regular meeting and go into closed session to discuss the Director's 2020 salary. Ms. Donnell. All members voted in favor. **Motion carried.**

The Board came out of closed session at 7:30 pm and announced that Ms. Knight will receive a 3% raise.

The next regular board meeting will be Tuesday January 21, 2020 at Bolivar Library at 6:15 pm.