

Board Meeting Minutes

March 16, 2020

The Board of Trustees of the Polk County Library met in a special called session on Monday, March 16th at 6:15 pm at the Polk County Library, Bolivar, MO. Those present were Lee Ann Clark, Kaye Eversoll, Julian Pace, Duncan Meadows, and Suzanne Donnell. Also present was Colleen Knight, PCL Director and Tiffany Taylor, PCL Assistant Director.

President Clark called the meeting to order at 6:16 pm. Mr. Meadows made a motion to approve the agenda. Ms. Donnell seconded. All members voted in favor. **Motion Carried.**

The minutes from the previous meeting were reviewed. A correction was noted. Ms. Eversoll 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 February 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.**

A discussion was held on COVID-19 Pandemic Ms. Knight recommended that we close the library; she also reported that Missouri Evergreen has suspended lending between libraries and that the courier will no longer deliver until further notice. A discussion was also held on the emergency closures policy in the Employee Manual which states that staff will be paid at normal scheduled hours during closing. Ms. Knight stated that staff can work an abbreviated schedule as long as there was not more than 10 people in the library at one time, but still be paid full compensation. Mr. Meadows made a motion to close the library at close of business on March 16th until March 31st and that further closures will be evaluated later in month. Ms. Donnell seconded. All members voted in favor. **Motion carried.**

Since the library will be closed for 2 weeks, a discussion was held on moving up the timeline for the Lobby and Meeting Room project at Bolivar Library. 3 bids were discussed for the tiling/carpeting project. Ms. Donnell made a motion to accept the bid from Ross's Floor Covering. Mr. Meadows seconded. All members voted in favor. **Motion carried.**

A motion was made by Ms. Eversoll to cancel the regular board meeting on March 17th and table all remaining agenda items until the next regular meeting on April 21,2020. Mr. Meadows seconded. All members voted in favor. **Motion carried.**

Mr. Meadows made a motion to adjourn at 7:03 pm. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**