

Board Meeting Minutes

Tues, April 21, 2020

The Board of Trustees of the Polk County Library met in regular session on Tuesday, April 21st at 6:15 pm at the Polk County Library, Bolivar, MO and via Zoom. Those present were Lee Ann Clark, Duncan Meadows, Kaye Eversoll, Julian Pace, and Suzanne Donnell. Also present was Colleen Knight, PCL Director. President Clark called the meeting to order at 6:19 pm. Mr. Meadows 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. 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 for the 1st Quarter and the bills for the month of March 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 monthly Directors report. Ms. Knight briefed the board on activities since the library was closed to public on March 16th. New tile in lobby and new carpet in meeting have been installed at the Bolivar Library. Lance is continuing to work on getting the bathrooms set back up and functional. All library locations have had their carpets cleaned.

Summer Reading Program is in the process of being revamped. Some of the Administration team have been called upon to work from home for this project. As the library expects not to be able to offer in person programs for the summer, Ms. Knight purchased an app called Beanstack which will house our reading tracking and activities over the summer. The program allows for patrons to register, log their reading, get badges, and earn prizes. Ms. Taylor and Ms. Knight will work on getting this program operational. Ms. Young will work on new publicity. The library will also offer some virtual program, including storytimes. This is still a work in progress.

In other business, Ms. Knight presented the "Re-open the Library" plans to the Board. Ms. Knight has been appointed to the Missouri State Library's task force on how to safely re-open libraries across the state. The plan is a 4 phase plan contingent upon Governor Parson lifting the Stay at Home Order, set to expire May 4th. Mr. Pace made a motion to accept this plan, noting that it could change as circumstances warranted. Mr. Meadows seconded. All members voted in favor. **Motion carried.**

At 7:25 pm, Mr. Meadows made a motion to adjourn. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**

The next regular board meeting will be Tuesday, May 19th, 2020 at Bolivar Library and via Zoom at 6:15 pm.