

Board Meeting Minutes

Tues. July 20, 2021

The Board of Trustees of the Polk County Library met in regular session on Tuesday, July 20th at 6:30 pm at the Polk County Library, Bolivar, MO. Those present were Lee Ann Clark, Duncan Meadows, Kaye Eversoll, Suzanne Donnell, and Julian Pace. Also present was Colleen Knight, PCL Director, and Tiffany Taylor, PCL Assistant Director. President Clark called the meeting to order at 6:34 pm. Mr. Meadows made a motion to approve the agenda. Mr. Pace seconded. All members voted in favor. **Motion Carried.**

The minutes from the June meeting were reviewed. A few corrections were noted. Mr. Meadows moved that the minutes be approved as corrected. Mr. Pace seconded the motion. All members voted in favor. **Motion carried.**

The Financial reports and monthly expenses were examined by the Board. Mr. Meadows moved that the bills and financial reports be approved as presented. Ms. Donnell seconded. All members voted in favor. **Motion carried.**

Ms. Knight gave the monthly Directors report. Ms. Knight went over the circulation, visitors, computer statistics, and programming statistics. Numbers are currently up over 2020 levels but down from 2019 levels.

Ms. Knight briefed the board on some upcoming programs: End of Summer, Bicentennial Ice-Cream Social, and Murder Mystery.

In facilities news, VOIP conversion is complete for Bolivar, Humansville, and Fair Play. Morrisville will be completed next week. Lance is working on getting the washer-dryer hooked up.

In personnel news, Ms. Knight reported that the library currently has 2 part-time positions that will become vacant in mid-August; interviews will be taking place next week. In the past month, 3 staff members have been in quarantine, but no positive tests.

Laura has been asked to be a Chamber Ambassador. Tiffany, Shae, and I plan on attending the September MLA in St Louis. Kendra and I plan on splitting the October MORENET conference in Branson.

Ms. Taylor gave an update on the status of grants. PCL was awarded a \$17,240 grant from Missouri State Library using American Rescue Plan Act (ARPA) funds to upgrade the presentation system in the meeting room and conference room at the Bolivar Library. The other grants are in various stages of completion.

The board discussed the Bolivar Library Expansion. They directed Ms. Knight to write an RFQ(P?) for an architect to present at the August meeting. The board also had some questions regarding the CFO accounts. Ms. Knight will research the questions and report back to board next month.

Mr. Meadows moved that the meeting be adjourned at 7:34 pm. Ms. Eversoll seconded. All members voted in favor. **Motion carried.** The next regular board meeting will be Tuesday, August 17th, 2021 at Bolivar Library at 6:30 pm.