

## Board Meeting Minutes

Tues, March 15th, 2022

The Board of Trustees of the Polk County Library met in regular session on Tuesday, February 15th at 5:30 pm at the Polk County Library, Bolivar, MO. Those present were Lee Ann Clark, Kaye Eversoll, Ed Kurtz, Verna Haun and Mari Woosley. Also present was Colleen Knight, PCL Director, and Tiffany Taylor, PCL Assistant Director. President Clark called the meeting to order at 5:32 pm.

Mr. Kurtz 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 correction was noted. Ms. Haun moved that the minutes be approved as corrected. Ms. Eversoll seconded the motion. All members voted in favor.

**Motion carried.**

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

Ms. Knight gave the Director's Report. February circulation and visitors had increased over the previous year, despite being closed for 5 days due to weather. Computer use is down slightly. Morrisville statistics is continuing to decrease significantly. The library is seeing a drop in adult print material, both fiction and non-fiction, however digital content circulation is mostly adult material.

Winter Reading had a total of 232 patrons register; this is down 20% from the 2020 totals. Winter Reading was not held in 2021. Ms. Knight also updated the board on upcoming programs and the success of the One County One Author event.

In facilities news, Ms. Knight reported that the water pipes had frozen at Morrisville during the cold snap necessitating a day closure.

In staffing news, Outreach Coordinator Laura Jenkins is on maternity leave that began on February 24<sup>th</sup>.

Ms. Taylor gave an update to the grants in progress. No new grants have been awarded or written, but the five that have been awarded are in various stages of implementation.

In new Business, two vacancies in board officers have occurred during the recent months. Ms. Eversoll made a motion to accept the slate of officers, Ed Kurtz as Vice President and Verna Haun as Treasurer. Ms. Woosley seconded. All members voted in favor. **Motion carried.** New contact information for the Board of Trustees was also distributed.

A discussion was held on the draft contract for architectural services. The Board wanted Ms. Knight to gain some clarification on a couple of points.

Ms. Eversoll made a motion to add Ed Kurtz and Verna Haun as signatories to the LimeBank and MidMissouri accounts and to remove Julian Pace and Suzanne Donnell as signatories. Ms. Woosley seconded. All members voted in favor. **Motion carried.**

Mr. Kurtz made a motion to adjourn at 6:56 pm; Ms. Eversoll seconded. All members voted in favor.

**Motion carried.**

After receiving the clarifications from SAPP Architects, Ms. Woosley made a motion via email on March 25, 2022 to proceed with the SAPP contract. Ms. Haun seconded this motion via email. All members voted in favor via email. **Motion carried.**

Next regular meeting will be Tuesday, April 19th at 5:30 pm.