

## Board Meeting Minutes

Tues, July 26, 2022

The Board of Trustees of the Polk County Library met in regular session on Tuesday, June 26st at 5:30 pm at the Polk County Library, Bolivar, MO. Those present were Lee Ann Clark, Kaye Eversoll, Verna Haun and Mari Woosley. Also present was Colleen Knight, PCL Director, Tiffany Taylor, PCL Assistant Director, and Cheryl Doran from SAPP Architects. Absent was Ed Kurtz. President Clark called the meeting to order at 5:41 pm.

Ms. Eversoll made a motion to approve the amended agenda with Cheryl Doran speaking first Ms. Woosley seconded. All members voted in favor. **Motion Carried.**

Ms. Doran gave an update on progress of the design for the renovation of the Bolivar Library. Ms. Doran presented pictures and a virtual tour of the Schematic Design. She will email copies of those to Ms. Knight for use in fundraising.

The minutes from the previous meeting were reviewed. Ms. Eversoll moved that the minutes be approved. Ms. Woosley seconded the motion. All members voted in favor. **Motion carried.**

The monthly and semi-annual financial reports and bills were examined by the Board. Ms. Knight reported that the library is still on track to have \$150,000 surplus. Ms. Woosley 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 Director's Report. Circulation, Patrons, Computer use and programming usage are continuing their trajectory for FY22. Ms. Knight also presented statistics that show that the library has still not reached FY19 levels. However, this is a trend that is happening at libraries statewide.

In facilities news, Ms. Knight reported that the refrigerator in the Bolivar breakroom stopped working, and Lance could not repair. Since the renovation will do away with the kitchenette in the meeting room, that refrigerator was moved to the breakroom.

In staffing news, Mr. Braden Jones was promoted to Cataloger and Ms. Lydia Abbot was promoted to Adult Services/Marketing. One circulation assistant turned in her notice. Three new circulation assistants have been hired and are in various stages of training. The library is currently fully staffed

Ms. Knight also reported that she wrote and received a \$1300 grant to attend the Association of Rural and Small Libraries Conference in Chattanooga, TN from September 13<sup>th</sup> thru the 17<sup>th</sup>. The library is required to do a 25% match or \$325.

In other business, the board discussed financing for the renovations of Bolivar. Ms. Knight has been researching Certificates of Participation; she will investigate terms with financial institution for board.

Ms. Eversoll made a motion to adjourn at 7:08 pm; Ms. Woosley seconded. All members voted in favor. **Motion carried.**

Next regular meeting will be Tuesday, July 26 at 5:30 pm.