

Board Meeting Minutes

Tues, January 17, 2023

The Board of Trustees of the Polk County Library met in regular session on Tuesday January 17th at 5:30 pm at the Polk County Library, Bolivar, MO. Those present were Lee Ann Clark, Verna Haun, Kaye Eversoll, and Mari Woosley. Also present were Colleen Knight, PCL Director and Assistant Director Tiffany Taylor. Absent was Ed Kurtz.

Ms. Clark called the session to order at 5:34 pm.

Ms. Woosley moved that the agenda be accepted. Ms. Haun seconded the motion. All members voted in favor. **Motion carried.**

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

The financial reports, bills, and the final FY22 Budget/Expenses were examined by the Board. Ms. Woosley moved that the bills and financial reports be approved as presented. Ms. Haun seconded. All members voted in favor. **Motion carried.**

Ms. Knight gave the Director's Report. While most statistics will be covered in the annual report, she updated the board on the winter reading program. The program already has 129 registered.

In facilities news, Ms. Knight reported that the boiler at Bolivar seems to be working fine and has not shut down since December 13th. She did have an employee come in every day during the prolonged cold snap over Christmas to reassure that it had not shut down.

In staff news, Ms. Knight reported that the library currently has a part-time opening.

Ms. Knight also informed the Board of the free trustee training offered by United for Libraries. She will follow up with an email on how to access the training. There are also new Missouri Standards for Public Libraries that have been adopted. Ms. Knight is working her way through those standards and will report on them on a later date.

The library received 2 donations in December, Jane Rayl Trust (\$5000) and Doris Wilson (\$1000). Both donations have been added to the building fund.

Ms. Taylor announced the library did receive \$5676 for the Summer Reading Program. This money will be used for presenters, supplies, and books. She also gave an update to the status of the Technology Mini Grant received last year. Children's computers have been installed at Bolivar, Humansville, and Fair Play; the children's tablets are purchased and are being readied for circulation.

In new business, Ms. Knight presented a change to the circulation policy for the Board to consider. This change would allow checkouts of children's tablets and laptops for 1 week with 1 per patron card. Ms. Woosley moved that policy be adopted as presented. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**

Ms. Knight presented the FY22 Annual report. See printouts included in board packet for details.

In other new business, the board discussed the status of the Bolivar Library renovation.

Ms. Knight reported that MidMissouri bank should hear if the MOBucks was approved next week.

Ms. Taylor reported on a grant opportunity from the Sunderland Foundation. She has requested \$400,000 from them.

There was some discussion on the design updates. The Reno Drawings should be completed next week and be ready to be released for bid.

Ms. Woosley moved the Board move forward with bidding upon review and approval of construction documents. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**

Capital Fund Raising committee will meet January 19th at 1:00 pm

An extra Board meeting will be scheduled once the Board has the reno drawings.

Regular Board meeting is scheduled on February 21st at 5:30 pm

Ms. Eversoll made a motion to adjourn at 7:27 pm; Ms. Woosley seconded. All members voted in favor. **Motion carried.**