

## Board Meeting Minutes

Tues, May 16, 2023

The Board of Trustees of the Polk County Library met in regular session on Tuesday, May 16<sup>th</sup> 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 Director Colleen Knight and Assistant Director Tiffany Taylor. Absent was Ed Kurtz.

Ms. Clark called the session to order at 5:43 pm.

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

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

The financial reports and bills were examined by the Board. Ms. Haun 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 was down at all locations in April. However, patron visits and computer use were on the rise.

Summer Reading Program will begin June 5<sup>th</sup> and promotion is already underway. Many community partners stepped up to offer their locations for programs during Bolivar Library's renovation.

In Staffing news, one employee has left due to maternity and another turned his two- week notice. Both employees are 20 per week. We will not rehire at this time as the Bolivar Library is expected to be slow in the coming months.

The library staff did an exemplary job in moving the books and shelves. Ms. Knight had estimated that it would take all week but it only took 3 ½ days.

No movement on the Building Insurance. Grinell has not given us our 60-day notice but according to our agent still wants to cancel the building insurance at the Bolivar Library during renovation. Another agent has been contacted to see what he can do.

Ms. Knight announced that State Aid was added back in the budget by the Senate at the full amount. The budget has been signed by Governor Parsons.

The Secretary of State's new rule, 15 CSR 30-200.015, goes into effect on May 31<sup>st</sup>. It will cause the library to adjust its policies and procedure to remain in compliance. MPLD's committee has issued guidance to libraries on policies and procedures. Policies recommendations should be ready for the Board in the June meeting. The changes have to be made by July 31<sup>st</sup> in order to apply for State Aid for FY24.

Ms. Taylor gave an update on grants. BassPro turned us down for a grant for the building renovation. Other grants are in various stages of completion.

In other business, Ms Knight informed the board that the Mid-MO lease/loan has been fully executed and the funds are in bank.

She also reported on the demolition progress. Hambey found an undisclosed load bearing wall. This will cause some changes in design of glass wall and change in price to accommodate.

The next regular board meeting will be June 20<sup>th</sup> at 5:30 pm

Ms. Eversoll made a motion to adjourn at 6:31 pm pm; Ms. Haun seconded. All members voted in favor. **Motion carried.**