

Board Meeting Minutes

Tues, June 27, 2023

The Board of Trustees of the Polk County Library met in regular session on Tuesday, June 27th at 5:30 pm at the Polk County Library, Bolivar, MO. The meeting had been postponed one week because a quorum could not be obtained. Those present were Ed Kurtz, Verna Haun, Kaye Eversoll, and Mari Woosley. Also present were Director Colleen Knight and Assistant Director Tiffany Taylor. Absent was LeeAnn Clark.

Ms. Haun called the session to order at 5:35 pm.

Ms. Eversoll 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. Woosley moved that the minutes be approved. Ms. Eversoll seconded the motion. All members voted in favor. **Motion carried.**

Madison Moore from KPM, CPA's presented the audit to the Board. The Polk County Library received a clean audit.

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

Ms. Knight gave the Director's Report. Bolivar and Online circulations were up slightly for the month of May; branch locations were down. Fair Play and Humansville saw patronage and computer usage increases; however, Bolivar and Morrisville saw decreases.

Ms. Knight discussed the Summer Reading Program in progress. She also discussed upcoming programs.

Ms. Knight also informed the Board that the State Library will no longer pay for OCLC WorldCat services for the library beginning July 1st. OCLC WorldCat is being dropped due to lack of Polk County patrons using the service. At over \$3300, the library will not be picking up this service, and so traditional interlibrary loan will cease July 1st. The library will still have access to Missouri Evergreen for interlibrary loan.

For lack of usage, the library will not renew its Chilton's database this year. The cost for the database is \$2883, but only 41 sessions were recorded in the past year.

The Library received a \$5,000 donation from Elizabeth Pace; the Pace Family will have naming rights to the adult section of the Rayl Family Library. The Library received a \$10,000 donation from Doug and Linda Roller; they will have naming rights to the collaboration room.

Ms. Taylor gave an update on grant. All grants are in various stages of completion. Nothing new to report.

In other business, Ms. Knight presented a quote on insurance policies from Nixon and Lindstrom. Ms. Haun made a motion to switch all Grinnell policies to EMC policies offered by Nixon and Lindstrom. Ms. Woosley seconded. All members voted in favor. **Motion carried.**

In new business, Policy updates and changes were discussed to both the collection development policy and patron policy manual. Ms. Eversoll made a motion to accept the proposed policy changes to the collection development policy. Ms. Haun seconded. All members voted in favor. **Motion carried.** Ms. Haun made a motion to modify the patron policy manual as Ms. Knight presented with the stipulated corrections discussed at this meeting. Ms. Eversoll seconded. All members voted in favor. **Motion carried.**

Ms. Knight gave an update to the construction project. She went over the furniture quote from KI along with color choices and fabrics. She has not yet received a quote from Grooms. She did quote it through Demco, and it was about the same as KI, but did not include installation. A meeting has been scheduled with Hambey, Sapp, and Library administration on June 30th. Hopefully, a timeline as to approximate date of Phase II will be established at this meeting.

The next regular board meeting will be July 18th at 5:30 pm.

Ms. Eversoll made a motion to adjourn at 7:40 pm; Ms. Woosley seconded. All members voted in favor. **Motion carried.**