Board Meeting Minutes

Thursday, September 17, 2026

The Board of Trustees of the Polk County Library met in regular session on Thursday, September 17, 2026. Those present were Kaye Eversoll, Verna Haun, Mari Woosley, and Lisa Manis. Also present were Director Tiffany Taylor and Assistant Director Joy Martinez. Ed Kurtz was absent.

Ms. Eversoll called the meeting to order at 4:34 pm.

Ms. Haun moved to approve the agenda; Ms. Woosley seconded. All members voted in favor. **Motion carried**.

There were no public comments presented.

The Board reviewed minutes from the previous meeting. Ms. Woosley made a motion to approve minutes from the Thursday, August 27, 2026 meeting. Ms. Haun seconded the motion. All members voted in favor. **Motion carried**.

The monthly financial reports and bills were examined by the Board. Ms. Haun moved to accept the financial reports as presented; Ms. Woosley seconded. All members voted in favor. **Motion carried**.

Ms. Taylor presented the Director's Report beginning with August 2026 library use statistics. Systemwide library use increased 6.3% compared to August 2025.

In programming news, the Polk County Library made 340 interactions during Country Days 2026. A murder mystery program will take place on Thursday, October 15, 2026: "Thirst for Blood" - a Halloween themed interactive play.

In staffing news, two part-time positions were filled in early September 2026. Both new employees are doing well. The Circulation Supervisor tendered their resignation effective 10/31/2026. Ms. Taylor informed the Board of the intention to fill the Circulation Supervisor position from current Library staff due to the knowledge and experience required for the position. If a qualified applicant is not selected from current Library staff, the open position will be advertised to draw applicants.

Ms. Taylor announced upcoming staff training opportunities: Missouri Library Association (MLA) Annual Conference and Staff Development Day at the Polk County Library. The MLA Annual Conference is Tuesday October 6 and Wednesday October 7, 2026 in Springfield, MO. Five Polk County Library employees will attend. Staff Development Day is October 12, 2026. All Polk County Library locations will be closed and Library staff will be at the Rayl Family Library location for a full day of in-house training.

Ms. Martinez informed the Board that she is currently working on a Library Services and Technology Act (LSTA) Technology Mini Grant application. The project was initially intended to replace public access computers and associated hardware at the Bolivar and Humansville locations and the staff computer at Humansville. However, computer prices are inordinately high due to RAM shortage, so the project scope was narrowed to replace only the Humansville public access and staff computers and hardware. The price point for the microcomputers selected for the project will require a 25% local match according to LSTA guidelines: individual price exceeds $1,200.00 and is less than $9,999.00. The local match for project supplies (computers) will be approximately $1,500.00.

In old business, the Board reviewed bids for roof repair at the Humansville location related to the ongoing capital improvements. The Board received bids from American Brothers and Cedar Creek Roofing. Ms. Taylor reported Pitch Perfect Roofing also assessed the roof but had not submitted a bid as of that date of the meeting. The Board determined to table discussion on roofing bids until a third bid is received.

Ms. Haun moved to adjourn the meeting at 5:16 pm. Ms. Woosley seconded the motion. All members voted in favor. **Motion carried**.

The next regular meeting will be Thursday, October 8, 2026 at 4:30 pm.