

Moniteau County Library Board Meeting

January 17, 2024

Call to Order/Roll Call/Recording of Attendance

President Wolfe called the meeting to order at 10:00 a.m. Trustees in attendance were Missy Hindman, Paul Bloch, Mike Staton, and Mark Bogue. Also in attendance were Garrett Fuller of the *California Democrat*, Oren Deaton, and Library Director Ashli Wood.

Public Comments

None

Approval of Minutes

Mike moved to approve the minutes of the December 20, 2023 meeting. Missy seconded and the motion carried.

Financial Report

Ashli supplied sheets reporting on deposit detail, check detail, invoices, balance sheets and budget.

Ashli also reported the need to have documents signed that allowed her use of the library checkbook and raised the topic of switching all of the library's financial information to Quickbooks.

Director's Report

General: Reports for Use of Equalization Funds and Use of Athletes and Entertainers Funds have been completed and submitted to the Missouri State Library.

ESL classes will be held at the library Mon.-Thurs. Evenings beginning in February. The classes will be under the direction of Mike Wise, the Adult Education and Literacy Director at Lincoln University.

An Excel spreadsheet has been created to record donations for the building fund. It will record total fundraising to date and information about date received, donar, and if a donation letter has been sent.

Ashli is working with our staff to more clearly define everyone's responsibilities.

A representative of the Missouri State Library will visit with Ashli soon to help her get started on grants and with general library information

Building: Ashli and her husband have worked on repairing restrooms and doors in the library

Technology: Stimulus was contacted to change some passwords and to make sure emails were being routed to the appropriate person. They also fixed some corrupted files on QuickBooks. Missing data has been re-entered and the system is functioning.

Ashli reported on two computer towers that she did not know the status of. Oren volunteered to check into this.

Ashli reported that one of the computers was not always working properly, but does not think the issue needs to be addressed at this time.

Outreach and Programs: 5 storytimes were held with 50 in attendance. 2 adult programs were provided with 37 attendees. 1 adult program was held at SB40 with 11 in attendance. A total of 26 children and adults attended the Christmas Party.

Circulation and Inventory Report: December circulation was up from last year. 7 new library cards were issued in December. 2023 saw 143 new library patrons and 6 patrons were removed from our rolls. MCL now has 5,691 card holders
92 items were added to our collection in December, 19 removed. For 2023, 1966 items were added, 553 removed. Our collection total is now 20,010.

Old Business

Paul reported that he had contacted Central Missouri Professional Services about a boundary survey and a subsurface evaluation of our new site. He plans to contact Slagel in Versailles as well. Oren suggested we have a topo map done at the same time. Paul also hopes to contact Mid Missouri Regional Planning Commission to have an environmental review of our site done.

New Business

The library closure policy was discussed and it was decided to have the Library Director make the decision on closing due to bad weather or other issues.

Mark moved to go into closed session pursuant to Section 610.021 of the MO Statutes, subsection to discuss (3) Personnel. Missy seconded and the motion carried unanimously.

Motion to Open Meeting

Paul moved to return to open meeting at 11:06 a.m Mike seconded and the motion carried.

Announcements

Our next meeting will be held on Wednesday, February 21, 2024 at 10:00 a.m.

Adjournment

Paul moved to adjourn the meeting. Mike seconded. The motion carried and President Wolfe adjourned the meeting at 11:06 a.m.

Respectfully submitted: Mark Bogue