

Moniteau County Library Board
June 20, 2019

Call to Order/Roll Call/ Recording of Attendance

Laura Burger, President, called the meeting to order at 1:33 p.m. Trustees present were: Laura Burger, Holly Bieri, Lana Dicus, Sara Rohrbach and Bill Boies by phone. Connie Walker, Library Director and Danisha Hogue, California Democrat were also present.

Public Comments

None

Approval of Minutes

Laura moved that the minutes of the May 16, 2019 meeting be approved. Holly seconded the motion and motion carried.

Financial Report/Approval of Bills/Budget

Connie presented the financial reports, which include the deposit detail, check detail, balance sheet, and budget. A copy of each is included as an attachment to the minutes. Concerning the deposit detail, Connie mentioned that the 3rd & 4th quarters Art and Entertainment payment was received as well as the Equalization payment. Connie reported that the service charge is on the interest bearing checking account and the other account, which holds the majority of our money, is not being charged a service charge. The interest for the month of May was \$148.74 and the service charge was \$18.49. Concerning the budget, Connie brought up the Tax Revenue. At the August 29, 2018 Tax Levy Hearing the board thought 100% of collections should be around \$237,249 and 97% of that amount is \$230,132. The 97% is what the library has based their budget on for years. As of the end of May the library has received around \$202,000. Since this is our first year collecting county wide, the \$237,249 number from the county might not be accurate. No action was taken at this time and the library has enough money to pay bills until the end of the year.

Director's Report

- A. Building: The City of California installed the bike rack free of charge. Locking systems, storage tote, and ID tags have been purchased.
- B. Technology: STI has made repairs to Heidi's computer which had been malfunctioning.
- C. Programs & Outreach:
 - 1. SPR: 647 kids are participating or receiving programming through schools and daycare providers. Next week, there will be an additional 64 kids participating. Latham: Programing was not well attended and is canceled for this summer. Thoughts about next year were discussed. High Point: Two programs were held during their Summer School. Jamestown: Four programs were provided, and \$551 in tickets were

cashed at their Prize Plaza. Dr. Guitard, Superintendent of Jamestown, wrote the library a complementary email that Connie shared with the trustees. California: 1st, & 2nd, and 3rd grades came bi-weekly and 5th grade came weekly for programing. During their last week of summer school, the Prize Plaza was set up for shopping; \$ 1,317.50 was the combined total of tickets cashed for all four classes.

1. Circulation/Inventory Reports: The May Circulation & Inventory report is attached to the minutes.

Old Business

- A. Physical Building Improvements: Bill will contact Rackers Manufacturing about the southwest gutter project and covering the south window well.
- B. Policies & Procedures Revisions: Laura went over the following policies: Financial and Budget Information, Over Dues, Lost/Damaged Materials, Returned Checks, and Unattended Children. The board added a Library Behavior Policy and Laura & Connie will work on a lice, bed bug, and odor policy.
- C. 1, 3, 5 years Strategic Board Planning Meeting/Long Range Planning: Laura asked that all trustees bring 10 names to the August meeting of potential people to be invited to help with the strategic planning for the library.
- D. Wi-Fi Exploratory Committee: No action taken at this meeting. The plan is to start in the late summer/fall of 2019.
- E. Courtesy Charging Station: The free trail ended and was sent back. The new station that was order last month has not come in yet.

New Business

- A. Discussion was held about the Tumblebooks & Overdrive workshop that the library is planning for Title I and Librarians in the library district. Lana will provide the workshop on August 12th from 9:00-11:00; light refreshments will be provided.
- B. Laura presented Lana with a Certificate of Appreciation for the two years she served on the board.

Announcements

The next regular meeting will be on Thursday, July 18, 2019 at 1:30 p.m. at the county library.

Motion to adjourn

Sara moved that the meeting adjourn and Holly seconded the motion. Motion carried.

Respectfully submitted,
Sara Rohrbach