

## **Moniteau County Library Board Meeting December 20, 2023**

### **Call to Order/Roll Call/Recording of Attendance**

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

### **Public Comments**

None

### **Approval of Minutes**

Mike moved to approve the minutes of the November 15, November 29 meetings, and December 12 Budget Meeting. Paul seconded and all minutes were approved.

### **Financial Report**

Connie reported on deposit detail, check detail, invoices, balance sheets and budget. Paul moved to amend the 2023 budget with 3 proposed changes Mark seconded and the motion carried

The proposed 2024 budget was discussed. Mark moved to adopt the budget, Paul seconded and the motion carried.

### **Director's Report**

**General:** Connie is working on a list of information, tasks, and responsibilities for Ashli. Connie has created a Letter of Acknowledgement for donations to the new library project and may also be used for other donations. This may be used for the donor's tax preparation. An Excel spreadsheet will record donations and total fundraising income to date. It will record the donor's name and address, date received, and that a donation letter has been sent. Three acknowledgement letters have been sent thus far.

**Building:** Nothing to report.

**Technology:** Nothing to report.

**Outreach and Programs:** 5 Storytimes have been held since the last meeting with 85 in attendance.

9 adult programs were held with 58 attendees.

**Circulation and Inventory:** November circulation was down slightly from 2022.

7 new library cards were issued. 16 patrons were deleted from the rolls. 138 patrons were added in 2023. We now have a total of 5,686 card holders.

157 new items were added to the library collections, 16 were weeded. Our collection total is now 20,931 items.

## **Old Business**

The library depository agreement has been extended.

Renewal for our Deep Freeze software by Faronics on our public computers is due. Mark moved to renew the software for 5 years. Paul seconded and the motion carried.

Our signs for the building site are ready and we plan to install them on December 21.

## **New Business**

The board decided not to apply to host the Smithsonian Exhibit: Voices and Votes: Democracy in America.

Mark moved to go into closed session pursuant to Section 610.021 of the MO Statutes, subsection (3) to discuss Personnel. Missy seconded and the motion carried unanimously at 10:30

## **Motion to Open Meeting**

Mark moved to open the meeting at 10:39. Missy seconded and the motion carried unanimously.

## **Announcements**

Our next meeting will be held Wednesday, January 17, 2024 at 10:00 a.m.

## **Adjournment**

Missy moved to adjourn the meeting, Mark seconded and President Wolfe adjourned at 10:39 a.m.

Respectfully submitted: Mark Bogue