

## Approved Minutes for Board of Trustees Meeting, August 17, 2006

### 1. Call to Order

The Trails Regional Library Board of Trustees met on August 17, 2006 beginning at 7:30 p.m. in the Warrensburg Branch. President, Scotty Walker, called the meeting to order.

### 2. Roll Call

Board members attending: Steve Bohall, Diane Dunford, Scotty Walker, Peggy Gilmore, Joe Blackburn, Carolyn Corson, Barb Krause, Marilyn Maun and Dr. Foley. Gail Nelson was unable to attend the meeting. Staff attending: Karen Hicklin, Director, Anita Ewing, Bill Thoms and Alicia Morgan. Visitors included: Penelope Kuhn and Don Seward.

### 3. Public Comments:

Public comments consisted of a Concordia resident (Penelope Kuhn) providing suggestions regarding the expansion of the Concordia Branch.

### 4. Consent Agenda

- a. Minutes of Meeting-July 20, 2006
- b. Receipts/Income Report
- c. Monthly Expenditure Report
- d. Claims and Accounts
- e. Circulation Report
- f. Gifts and Endowments Quarterly Report

Some discussion was held about the Minutes of the July 20th meeting. Scotty Walker stated that the minutes need to be corrected to state that he did not vote regarding the personnel matter in Corder. Karen Hicklin stated that there are some corrections to the bills. The corrections do not impact the amount. Barb Krause made a motion to approve the consent agenda. Joe Blackburn seconded the motion and the motion was approved.

### 5. Unfinished Business

Scotty Walker asked the members of the personnel committee appointed two meetings ago for some possible meeting dates. A meeting date was set. Scotty also announced that he had appointed a Johnson County representative from Holden to fill the open Johnson County position on the Foundation Board.

### 6. New Business:

**A. Levy Rate:** Karen Hicklin reported that the State Auditor has reviewed our levy which may be set up to .2669 cents per \$100 valuation. Dr. Foley made a motion that we authorize the establishment of the levy at .2669 cents per \$100 valuation. Diane Dunford seconded the motion and the motion carried.

**B. FY 2007 Amended Budget:** Karen Hicklin reviewed some changes that did not get included. Carolyn Corson made a motion that the library pay for retiree Earlene Brown's vacation earned and one month's sick leave time. Barb Krause seconded the motion and the motion was approved. Some discussion was held regarding future health insurance costs. Don Seward from Insurance Benefits Group gave a short presentation. Dr. Foley made a motion to approve the FY 2007 Amended Budget. Steve Bohall seconded the motion and the motion was approved.

**C. Request for Proposal for Banking and Investment Services:** Karen Hicklin reviewed an RFP for Banking and Investment Services with the Board. Karen suggested that credit cards and positive pay be added as components. Carolyn Corson made a motion that the Board authorize the Request for Proposal for Banking and Investment Services as presented with the inclusion of the positive pay and credit cards as components. Marilyn Maun seconded the motion and the motion was approved.

**D. Directors and Officers Insurance:** Don Seward from Insurance Benefits Group presented some information to the Board. Dr. Foley made a motion that the Board enter into an agreement with Philadelphia to provide Directors and Officers Insurance using Don Seward from Insurance and Benefits Group as broker. Barb Krause seconded the motion and the motion was approved.

#### **7. Director's Report:**

**Written Report:** The Board members reviewed the written Director's Report.

**a. Concordia building:** Karen reported that a preliminary meeting was held with Rob Rollins and Dale Klussman to discuss the physical needs of the Concordia Branch if it were designed using the Concordia Development Corporation's building. Karen reviewed the costs associated with building the new Warrensburg building, a report on Leeton, her vision statement, and sick and vacation benefits accumulated by staff.

#### **8. Assistant Director's Reports:**

**Written Reports:** The Board members reviewed the written Assistant Director's Reports.

Each Assistant Director gave a brief verbal summary. Alicia Morgan reported that the library has subscribed to a new program calendar for all of the branches called Eventkeeper. It can be accessed by going to the library's web site at [www.trl.lib.mo.us](http://www.trl.lib.mo.us). Anita Ewing reported that interviews were being held for the Corder Branch Manager position. Bill reported that the roofing project for the Warrensburg building was almost complete. Some discussion was held regarding an Invitation To Bid document that Bill has prepared for janitorial services.

#### **9. Closed meeting pursuant to MoRS 610.021(3)**

Carolyn Corson made a motion to go into a closed session pursuant to MoRS 610.021(3). Barb Krause seconded the motion. The motion was approved. Carolyn Corson reported that discussion was held regarding a personnel matter but no action was taken in the closed session. The closed session was adjourned at 10:07 p.m.

**10. Adjournment-**The regular meeting was adjourned by President, Scotty Walker at 9:25 p.m. The next regular meeting will be at 7:30 p.m. on September 21, 2006 at the Warrensburg Branch.