

Minutes of Meeting, July 20, 2006

1. Call to Order

The Trails Regional Library Board of Trustees met on July 20, 2006 beginning at 7:25 p.m. in the Knob Noster 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, Gail Nelson, Carolyn Corson and Barb Krause. Marilyn Maun and Dr. Foley were unable to attend the meeting. Staff attending: Karen Hicklin, Director, Anita Ewing, Bill Thoms, Julie Dolph, and Alicia Morgan.

3. Public Comments:

Public comments consisted of a group of Corder residents speaking about the importance of the Corder Branch to their community. Some concern was expressed about the Branch remaining open. The Board assured the residents that the Corder Branch will remain open and discussion was held about the possibility of adding some evening hours and some ways to increase circulation. Scotty thanked the Corder residents for attending the meeting and expressing their ideas.

4. Consent Agenda

- a. Minutes of Meeting-June 15, 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 June 15th meeting. Diane Dunford stated that the minutes should state that the money obtained from renting out a building in Odessa will continue to be deposited into the Odessa Fund. It was decided that a summary of the minutes should be sent to all the Board Members before sending it to the local newspapers. It was also decided that a copy of the draft minutes need to be signed by the Board secretary when they become final minutes and that Alicia should sign as recording secretary. Diane Dunford made a motion to approve the consent agenda. Barb Krause seconded the motion and the motion was approved.

5. Unfinished Business

There was no unfinished business to discuss.

6. New Business:

A. Corder personnel: Options were discussed regarding the replacement of Corder personnel. The Corder Substitute has resigned and the Corder Branch Librarian has given verbal notice that she would like to retire as of the end of August. Diane Dunford made a motion to hire a para-professional 1 at 30 hours for the Branch Manager position

at Corder and hire a Corder Substitute for 12 to 19 hours. Gail Nelson seconded the motion. Steve Bohall, Carolyn Corson, Gail Nelson, Diane Dunford, and Joe Blackburn approved the motion. Peggy Gilmore and Barb Krause opposed the motion. The motion was approved.

B. Insurance Specifications: Karen reported that the property and casualty insurance policy will expire in October. She reviewed some specifications with the Board. A letter will be sent out to all the insurance agencies in Johnson and Lafayette Counties. Karen will have the bids delivered to the office and will use them to prepare a comparable grid of the results for the Board to review prior to the September meeting.

C. Cleaning Specifications: Bill Thoms, Assistant Director of Technology and Facilities, reported that he is preparing specifications for cleaning services for the branch libraries. Some discussion was held.

D. Appointments to Foundation Board: Karen reported that the terms of Carolyn Corson and Joe Blackburn of the Foundation Board had expired on June 30th and that there was one vacancy because Scotty Walker is now the ex-officio member due to his status as Library Board President. Diane Dunford agreed to serve the rest of Scotty Walker's term and both Carolyn and Joe agreed to continue to serve.

7. Director's Report:

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

A. Levy Meeting Date: Steve Bohall made a motion to hold the levy hearing at the August 17, 2006 Library Board meeting. Peggy Gilmore seconded the motion and the motion was approved.

B. Payroll Account: UMB has opened up the library's payroll account. Karen Hicklin asked the Board if she should be added as an authorized signer. Carolyn Corson made a motion to add Karen Hicklin as an authorized signer for the payroll account. Barb

Krause

seconded the motion and the motion was approved.

C. Warrensburg Main Street: Karen Hicklin reported that Warrensburg Main Street has asked the library for a letter of support for their application for the Dream Initiative. Barb Krause made a motion to authorize Karen Hicklin to write a letter of support for Main Street. Diane Dunford seconded the motion and the motion was approved.

D. Concordia Building: Some discussion was held about the options available to us for expansion in Concordia. Joe Blackburn said that he would contact Dale Klussman for an update.

8. Assistant Director's Reports:

Written Report: The Board members reviewed the written Assistant Director's Reports. Reports were submitted by Anita Ewing, Assistant Director of HR and Collection

Development, Alicia Morgan, Assistant Director of HR and Programming, and Bill

Thoms, Assistant Director of Technology and Facilities. Each Assistant Director gave a brief verbal summary.

9. And Such Other Business that may come before the Board:

A. Leeton: An update on the progress with Leeton will be given at the next Board meeting.

10. Adjournment-The meeting was adjourned by President, Scotty Walker at 10:00 p.m. The next regular meeting will be at 7:30 p.m. on August 17, 2006 at the Warrensburg Branch.

Carolyn Corson, Board Secretary