

## **Draft Minutes for Board of Trustees Meeting, August 16, 2007**

(This document is only a draft and has not been approved by the Board of Trustees)

### **1. Call to Order**

The Trails Regional Library Board of Trustees met on August 16, 2007 beginning at 7:30 p.m. in the Warrensburg Branch. Vice President, Steve Bohall, called the meeting to order.

### **2. Roll Call**

Board members attending: Steve Bohall, Sharol McMullin, Joe Blackburn, Peggy Gilmore, Gail Nelson, Marilyn Maun and Dr. Foley. Scotty Walker, Carolyn Corson and Barb Krause were unable to attend. Staff attending: Karen Hicklin, Director, Bill Thoms, Alicia Morgan and Debbie Kirchhoff. Guests were Jeff Peterson, George Kuhn, Penelope Kuhn, and Barbara Erickson.

### **3. Closed Session**

There was no Closed Session held.

### **4. Public Comments:**

There were no public comments.

### **5. Consent Agenda**

#### **a. Minutes of previous meeting**

#### **b. Financial Reports**

##### **i. FY 2007 Library Accounts-Monthly Report**

##### **ii. Receipts & Expenditures, YTD-FY 2007 & FY 2006**

#### **c. Circulation Reports**

#### **d. Staff Reports**

##### **i. Director**

##### **ii. Assistant Director-Collection Services**

##### **iii. Assistant Director-Programming Services**

##### **iv. Assistant Director-Facilities and Technology**

##### **v. Branch Manager-Concordia**

##### **vi. Branch Manager-Corder**

##### **vii. Branch Manager-Holden**

##### **viii. Branch Manager-Knob Noster**

##### **ix. Branch Manager-Lexington**

##### **x. Branch Manager-Odessa**

##### **xi. Branch Manager-Warrensburg**

##### **xii. Branch Manager-Waverly**

Karen Hicklin asked to add to the consent agenda the minutes from the Board Strategic Planning Meeting held on July 26 submitted by Carolyn Corson. Dr. Foley made a motion to approve the consent agenda with the addition of the Board Strategic Planning Meeting Minutes for July 26<sup>th</sup>. Marilyn Maun seconded the motion. The motion was unanimously approved.

## **6. Unfinished Business:**

### **i. Presentation on building in Concordia**

Jeff Peterson presented some ideas regarding the possibility of him building a building for the library in Concordia as a lease/purchase. Discussion ensued. The Board Members had a chance to ask questions regarding the details of Mr. Peterson's proposal. The Board thanked Mr. Peterson.

## **7. New Business:**

### **A. Approval of 2007 levy rate:**

Dr. Foley made a motion to establish the levy at .2545. Gail Nelson seconded the motion. The motion was unanimously approved. Dr. Foley noted that the levy has been lowered from .2669 to .2545 due to reassessment and rollback.

### **B. Approval of amended FY 2008 budget:**

Dr. Foley made a motion to approve the fiscal year 2008 budget as updated based on a levy rate of .2545. Joe Blackburn seconded the motion. The motion was unanimously approved.

### **C. Approval of specifications for insurance broker:**

Marilyn Maun made a motion to approve the specifications for an insurance broker. Dr. Foley seconded the motion. The motion was unanimously approved.

**D. UMB Credit Cards:** Last month the Board approved a list of staff names for credit cards. Karen Hicklin requested that Ginger Brooks be added to the list with an individual limit of \$1,000 for purchases made on behalf of Trails Regional Library. Gail Nelson made a motion to authorize a credit card with an individual limit of \$1,000 for Ginger Brooks to be used for purchases made on behalf of Trails Regional Library. Sharol McMullin seconded the motion. The motion was unanimously approved.

## **8. Other Business:**

### **A. Staff Appreciation Dinner:**

The Board consensus was to hold the Staff Appreciation Dinner on September 29<sup>th</sup> if possible. Staff will obtain a headcount.

**B. Waverly Branch:** Gail Nelson reported that there was concern that we might be considering closing the Waverly Branch. Board Members and staff were surprised as we have no intention of closing the Waverly Branch. In fact, a new front facade and new furniture have been budgeted for the branch in the 2008 fiscal year budget.

**C. Missouri Employers Mutual Worker's Compensation:** Karen Hicklin reported that our attorney has made good progress on the matter and is hopeful for a swift resolution.

**D. Next Meeting Location:** The Board consensus was to have the September 20<sup>th</sup> Board meeting at the Holden Branch.

**E. Possible Special Board Planning Meeting:** Discussion was held about the possibility of the Board holding a special planning meeting to discuss facilities. Board Members will bring suggestions to the September Board meeting for dates to hold the special meeting in October or early November.

**9. Adjournment:** The meeting was adjourned by Vice President, Steve Bohall, at 9:20 p.m. The next regular meeting will be at 7:30 p.m. on September 20, 2007 at the Holden Branch.

Respectfully submitted,  
Alicia Morgan, Recording Secretary