

## **Draft Minutes for Board of Trustees Meeting, October 18, 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 October 18, 2007 beginning at 6:15 p.m. at the Warrensburg Branch. President, Scotty Walker, called the meeting to order.

### **2. Roll Call**

Board members attending: Sharol McMullin, Joe Blackburn, Peggy Gilmore, Gail Nelson, Scotty Walker, Carolyn Corson, Barb Krause, Marilyn Maun and Dr. Foley. Steve Bohall was unable to attend. Staff attending: Karen Hicklin, Director, Bill Thoms, Anita Ewing, and Alicia Morgan. Guests were Penelope Kuhn, George Kuhn, Chuck Mason, Vicki Mason and Kristel Spies.

### **3. Closed Session**

Dr. Foley made a motion for the Trails Regional Library Board to go into executive session pursuant to MoRS 610.021(2). Carolyn Corson seconded the motion. Scotty Walker called the executive session pursuant to MoRS 610.021(2) to order at 6:45 p.m. Dr. Foley made a motion to offer the vacant building for sale that Trails Regional Library owns in Concordia for minimum sealed bid of \$25,000 with buyer bearing all costs related to the sale of the building and bids being due on November 14, 2007 at 4:00 p.m. with Trails Regional Library reserving the right to refuse any or all bids. Barb Krause seconded the motion. The roll call vote is as follows: Barb Krause approved the motion, Marilyn Maun approved the motion, Peggy Gilmore approved the motion, Gail Nelson approved the motion, Sharol McMullin approved the motion, Carolyn Corson approved the motion, Joe Blackburn approved the motion, and Dr. Foley approved the motion. The motion was unanimously approved. Barb Krause made a motion to close the executive session at 7:53 p.m. Sharol McMullin seconded the motion. The motion was unanimously approved.

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

Public comments were made by the guests at the meeting. Discussion ensued. No action was taken.

### **5. Consent Agenda**

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

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

##### **i. FY 2008 Library Accounts-Monthly Report**

##### **ii. Receipts & Expenditures, YTD-FY 2008 & FY 2007**

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

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

Barb Krause made a motion for the Trails Regional Library Board to agree to the proposed settlement with Missouri Employer's Mutual. Marilyn Maun seconded the motion. The motion was unanimously approved.

Barb Krause made a motion to approve the consent agenda. Dr. Foley seconded the motion. The

motion was unanimously approved.

**6. Unfinished Business:**

Barb Krause made a motion for the Trails Regional Library Board to accept the specifications for janitorial services as amended with clarification that it was per route not per branch. Gail Nelson seconded the motion. The motion was unanimously approved.

**7. New Business:**

**A. Discussion of developing a facilities plan:** Discussion was postponed. No action was taken.

**B. Selection of Employee Insurance Benefits Agent:** Agents from Insurance & Benefits Group and Mike Keith Insurance made presentations to the Board. Dr. Foley made a motion for Trails Regional Library to accept the bid submitted by Insurance & Benefits Group. Gail Nelson seconded the motion. The motion was unanimously approved.

**C. Discussion of staff training opportunities:** The Board reviewed a proposal presented to provide staff training. Barb Krause made a motion for Trails Regional Library to close on the Martin Luther King Jr. and Columbus observed days for the purpose of staff training. Marilyn Maun seconded the motion. The motion was unanimously approved.

**D. Discussion of Board training topics:** The Board reviewed the results of an informal survey taken to determine topics of most interest. The survey showed that financial reports of the library received the highest priority. Karen Hicklin will develop brief training sessions to be conducted in future meetings.

**E. Discussion of Collection Development/Selection policies:** The Board reviewed current collection development policies. Discussion ensued. No action was taken.

**F. Discussion of Personnel Policies:** Discussion was postponed. No action was taken.

**8. Adjournment:** The meeting was adjourned by President, Scotty Walker, at 9:05 p.m. The next regular meeting will be at 6:30 p.m. on November 15, 2007 at the Warrensburg Branch.

Respectfully submitted,  
Alicia Morgan, Recording Secretary