

Draft Minutes for Board of Trustees Meeting, August 21, 2008

(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 met on August 21, 2008 at the Concordia Branch. President, Scotty Walker, called the meeting to order at 7:30 p.m.

2. Roll Call

Board members attending: Scotty Walker, Steve Bohall, Marilyn Maun, Janet West, Gail Nelson, Sharol McMullin, Carolyn Corson, Dr. William Foley, Joe Blackburn and Barb Krause. Staff attending: Karen Hicklin, Director, Bill Thoms, Anita Ewing, Alicia Morgan and Debbie Kirchoff. Penelope Kuhn and Sandy Henke were present as guests.

3. Public Comments

There were no public comments.

4. Consent Agenda

Dr. Bill Foley made a motion to approve the consent agenda. Barb Krause seconded the motion. The motion was unanimously approved.

5. Closed Session-There was no closed session.

6. Unfinished Business-

There was no unfinished business.

7. New Business:

A. Approval of levy: The maximum levy for the 2008 tax year for the library is .2554 per \$100 of valuation. Dr. Bill Foley made a motion to set the library's levy at .2554 per \$100 of valuation. Sharol McMullin seconded the motion and the motion was unanimously approved.

B. Approval of FY 2009 Budget: Karen explained that the FY 2009 budget includes funding for repairs to the new Concordia building and funding for the Concordia and Knob Noster Branches to be open full days on Tuesdays and Thursdays. The Board commended Karen on her handling of the library's budget and finances. Karen commended the library staff for their assistance. Dr. Bill Foley made a motion to approve the FY 2009 budget. Barb Krause seconded the motion and the motion was unanimously approved.

C. Approval of mileage reimbursement for Foundation Board Members: Karen explained that the Foundation Board Members are paying for their own mileage to Foundation meetings and with the price of gas it is really becoming a burden. After checking with the Auditor and getting his approval, Karen recommended that the Library Board consider reimbursing the Foundation Members for their mileage. Barb Krause made a motion to approve the reimbursement of mileage for the Foundation Board Members. Janet West seconded the motion and the motion was unanimously approved.

D. Discussion of Staff Appreciation Dinner: Karen explained that the staff really appreciates the dinner that the Board has for staff appreciation. Due to the high volume of current projects, the staff asked the Board to consider a less time consuming option for this year.

The staff would like polo shirts with the library's logo on them. Carolyn Corson made a motion to show the Board's appreciation to the library staff by purchasing one polo shirt with the library's logo on it per staff member. Additional shirts may be purchased by the staff at their expense. Marilyn Maun seconded the motion and the motion was unanimously approved. The Board asked the staff to get cost estimates from businesses in both Johnson and Lafayette Counties.

E. Discussion of release from option to buy: Karen explained that Jeff Peterson would like a release from option to buy regarding the building in Concordia that he purchased from the library. The Board consensus was that the document should be prepared by Jeff Peterson and that the library should not incur any legal fees.

8. Other Business:

A. Requests from Odessa Friends: Karen reported that the Odessa Friends have requested some improvements and repairs to the Odessa building that were not included in the budget request for this year from the Branch. The Odessa Friends have some funding and also have the option of using Odessa Branch Funds to pay for these projects. Anita has agreed to work with Odessa Branch Manager, Linda Washam, and the Odessa Friends on these projects.

B. Sign Request from Holden Friends: Discussion was held about needing a system-wide approach to signage for the library. Janet West made a motion to table consideration of the sign request from the Holden Friends until staff prepares a system-wide signage plan. Marilyn Maun seconded the motion and the motion was unanimously approved.

C. Quarterly Progress Report for the Strategic Plan: Karen distributed the Quarterly Update. The staff continues to work on the goals outlined in the library's Strategic Plan.

D. Statistical Summary for the Library: Discussion was held about the Statistical Summary compiled by Karen Hicklin. The library system's total circulation has surpassed 400,000 for the first time ever in FY 2008. Total circulation has grown nearly 48% in 6 years. Increases in circulation have outpaced the increase in district population as has the per capita circulation. Six of the branches saw circulation increases by over 25% since 2003 and online renewal circulation (renewals) increased nearly 600%. Adult and juvenile book use has increased 40-50% and the number of current cardholders has increased almost 140% since 2003. The Board requested that the summary page be sent to the County Commissioners and City Officials.

E. Announcements: Scotty Walker announced that Corinne Hale, former Board Member for the Holden Public Library will be turning 100 soon. He requested that the library do something to acknowledge the milestone and her service. Anita will contact Jeannae, Holden Branch Manager, and work with her on a plan.

9. Adjournment: The meeting was adjourned by President, Scotty Walker, at 8:40 p.m. The next meeting will be at 7:30 p.m. on September 18, 2008 at the Odessa Branch.

Respectfully submitted,
Alicia Morgan, Recording Secretary

