

Draft Minutes for Board of Trustees Meeting, March 19, 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 of Trustees met on March 19, 2008 at the Warrensburg Branch. President, Scotty Walker, called the meeting to order at 7:30 p.m.

2. Roll Call

Board members attending: Scotty Walker, Steve Bohall, Barb Krause, Sharol McMullin, Peggy Gilmore, Gail Nelson and Carolyn Corson. Joe Blackburn, William Foley and Marilyn Maun were unable to attend. Staff attending: Karen Hicklin, Director, Bill Thoms, Anita Ewing, and Alicia Morgan. Penelope Kuhn was present as a guest.

3. Public Comments

Penelope Kuhn reviewed plans for a Verse-a-thon fundraiser for the Concordia Branch with the group.

4. Consent Agenda

Barb Krause made a motion to approve the consent agenda. Sharol McMullin seconded the motion. The motion was unanimously approved.

5. Closed Session-There was no closed session.

a. Pursuant to 610.021(1), 610.021(2), 610.021(3) or 610.021(13)

6. Unfinished Business-There was no unfinished business.

7. New Business:

A. Approval of increased credit limit for Bill Thoms: Karen reported that Bill orders equipment that frequently approaches the limit of \$5,000 that is currently in place on his credit card. Karen asked the Board to authorize an increase to \$10,000 for his credit limit. Carolyn Corson made a motion to authorize an increase to \$10,000 for Bill Thom's credit limit. Barb Krause seconded the motion and the motion was unanimously approved.

B. Approval of Certification of Compliance: Karen reported that each year the library must submit a Certification of Compliance that it provides filtering software on all computers. This certification must be approved by the Board. A copy of the certification was included in the Board packets. Steve Bohall made a motion to approve the Certification of Compliance. Carolyn Corson seconded the motion and the motion was unanimously approved.

C. Discussion of lease in Knob Noster: Karen reported that the landlord for the Knob Noster Branch asked us to suggest the terms of the lease and the annual rental cost. With the assistance of Julie Dolph and Barb Krause, Karen obtained some local rental cost figures for comparison. Karen asked the Board to discuss preparing a Request for Proposal which would enable the Board to review other available property in Knob Noster and make a better decision. A draft copy of the specifications for the RFP was

included in the Board packet. Barb Krause made a motion for the Board to allow Karen to send out the Request for Proposal to potential bidders in Knob Noster. Sharol McMullin seconded the motion and the motion was approved unanimously.

D. Cleaning Service: Karen provided a summary of three options available to the library for cleaning services: Option 1-Bid cleaning contract for entire system, Option 2-Bid cleaning contract for 2 or more routes of multiple branches, and Option 3-Hire cleaning staff. Karen asked the Board for approval to start the process of hiring cleaning staff with the Lexington and Odessa Branches if option three was selected. Barb Krause made a motion to approve option 3-hire cleaning staff, starting with Lexington and Odessa. Gail Nelson seconded the motion and the motion was unanimously approved.

E. Library Services Policies: Karen distributed copies of the Library Services Policies to be discussed at a later date.

F. Mission Statement: Karen distributed copies of the revised Mission Statement.

G. Director's Evaluation: A closed session will be held at the next Board meeting to discuss the Director's Evaluation.

H. Board Member's Terms: Gail Nelson will be at the end of her 1st term on June 30th and Peggy Gilmore will be at the end of her second term on June 30th. Gail is interested in continuing to serve on the Board.

8. Other Business:

A. Playaways: Anita Ewing demonstrated a playaway which is a new format that Trails has available at all branches.

B. Summer Reading t-shirts: Alicia Morgan showed off the new Summer Reading prize t-shirts which have "Trails Regional Library" on the back of them.

C. Children's Programmer: Alicia Morgan announced that the new Children's Programmer, Erica Shaffer, will start on April 1st.

9. Adjournment: The meeting was adjourned by President, Scotty Walker, at 8:30 p.m. The next meeting will be at 7:30 p.m. on April 17, 2008 at the Corder Branch.

Respectfully submitted,
Alicia Morgan, Recording Secretary