

Draft Minutes for Board of Trustees Meeting, September 18, 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 September 18, 2008 at the Odessa 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, Carolyn Corson, Dr. William Foley, and Barb Krause. Sharol McMullin and Joe Blackburn were unable to attend. Staff attending: Karen Hicklin, Director, Bill Thoms, Anita Ewing, Alicia Morgan and Linda Washam. Penelope Kuhn, Kristel Spies, and Amie Tillotsen were present as guests.

3. Public Comments

Kristel Spies and Amie Tillotsen asked for clarification on the status of the monument sign proposed by the Holden Friends of the Library. Discussion on this item was delayed until the Board could consider the proposed signage plan under New Business.

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-

A. Report on Concordia renovations: Bill Thoms presented a slide show with pictures of the improvements that have taken place at the new Concordia Branch building and a spreadsheet of expenditures related to the improvements.

B. Report on polo shirts for staff: Alicia Morgan presented a report on obtaining polo shirts for the library staff. The library has asked for estimates from 8 vendors throughout Johnson and Lafayette counties. The deadline for the written quotes is September 29th.

7. New Business:

A. Review bids for janitorial service in Warrensburg: Anita Ewing gave a report on the bids for janitorial service in Warrensburg. Four bids were received but only one of the bids met all of the stated requirements. Barb Krause made a motion to accept the bid for janitorial service in Warrensburg from Shaw Cleaning for \$33,972.00 a year because it was the only bid that met all of the stated requirements. Gail Nelson seconded the motion and the motion was unanimously approved.

B. Policy on limited public forum use of facilities: Karen Hicklin reviewed the proposed policy on limited public forum use of the facilities. Barb Krause made a motion to approve the policy on limited public forum use of the facilities. Steve Bohall seconded the motion and the motion was unanimously approved.

C. Discussion of proposed signage plan: Karen Hicklin presented the proposed

signage plan to the Board. The plan covers exterior and interior signage with an additional section addressing monument signs. Karen Hicklin recommended that the Board not include the monument sign section in the signage plan. Dr. Foley made a motion to approve the proposed signage plan without the section on monument signs. Barb Krause seconded the motion. Discussion ensued. A roll call vote was taken. The roll call vote is as follows: Carolyn Corson approved the motion, Gail Nelson approved the motion, Janet West approved the motion, Barb Krause approved the motion, Steve Bohall approved the motion, Marilyn Maun approved the motion, and Dr. Bill Foley approved the motion. The motion was unanimously approved.

8. Announcements:

A. Staff Training Day: Due to difficulties finding speakers for staff training day on October 13th, the event has been canceled.

B. Audit: Karen reported that the audit is finished and will be on the agenda for the next Board meeting.

9. Adjournment: The meeting was adjourned by President, Scotty Walker, at 8:48 p.m. The next meeting will be at 7:30 p.m. on October 16, 2008 at the Lexington Branch.

Respectfully submitted,
Alicia Morgan, Recording Secretary