

Draft Minutes for Board of Trustees Meeting, April 16, 2009

(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 April 16, 2009 at the Waverly Branch. President, Scotty Walker, called the meeting to order at 7:40 p.m.

2. Roll Call

Board members attending: Scotty Walker, Steve Bohall, Janet West, Barb Krause, Sharol McMullin, Joe Blackburn, Marilyn Maun, Gail Nelson and Carolyn Corson. Dr. Foley was unable to attend. Staff attending: Karen Hicklin, Director, Bill Thoms, Dorothy Skinner and Alicia Morgan.

3. Public Comments-There were no public comments.

A. Branch Manager's Report: Waverly Substitute, Dorothy Skinner, gave an excellent report on activities at the Waverly Branch.

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:

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

There was no closed session.

6. Unfinished Business:

A. Criminal Background Check Policy: Alicia Morgan presented information on the library's revised Criminal Background Check Policy. She also presented an application for having the background checks done by the Missouri Highway Patrol. The application was prepared by the library's attorney. Discussion ensued and some wording changes to the Criminal Background Check Policy were suggested. Sharol McMullin made a motion to approve the revised Criminal Background Check Policy with the suggested changes and to approve submission of the application to the Missouri Highway Patrol. Carolyn Corson seconded the motion and the motion was unanimously approved.

B. Library Board Nominees: Karen Hicklin reported that the Library Board has received one application from a person interested in becoming a member of the Library Board. Two replacements will be needed.

C. Foundation Board Nominees: Three replacements are needed. Karen Hicklin presented a nominee form.

D. Update on Knob Noster Location: Karen Hicklin gave an update on the progress of finding a new location in Knob Noster. Discussion ensued. No action was taken.

7. New Business:

A. Set time to begin May Board meeting: The Board decided to have a closed session in May to conduct the Director's evaluation. The Board will meet at the regular time of 7:30 p.m. and hold the closed session at the end of the meeting to accommodate visitors.

B. Discuss overdue notice schedule: Karen Hicklin reported that it has become quite expensive to send two overdue notices to patrons. The Board agreed by consensus to let the library try sending only one notice at three weeks.

8. Announcements and Board Training:

A. Strategic Plan-Quarterly Report: Karen Hicklin presented the quarterly report on the Strategic Plan progress. Bill Thoms gave a short report on the grants he has recently received for technology which will provide some branches with additional computers and will also provide wireless access for patrons at all of our branches.

B. 2010 Budget: Karen Hicklin presented a preliminary budget with draft numbers. More detail will be provided when we get more information regarding funding and income. Discussion ensued. No action was taken.

C. Announcements: Karen Hicklin made the following announcements:

A. Ribbon Cutting for Waverly Branch: Karen Hicklin announced that the library would like to hold a ribbon cutting ceremony for the Waverly Branch remodeling. The Board consensus was to hold the event in conjunction with the Marty Hahne Magic Show on June 4 at 10:00 a.m.

B. Branch Fund Report and Friends of the Library Report: Karen Hicklin presented the reports to the Board.

C. Missouri Legislation: Karen Hicklin reported that the sales tax issue for libraries is still in discussion.

D. Financial Policies: Karen Hicklin reported that she has completed the Financial Policies and has sent them to the library's attorney for his review.

E. Board Meeting Schedule for next year: Karen Hicklin reported that we have completed a possible schedule for Board meetings for next year and are checking with our branch personnel for finalization.

D. Programming and Public Relations: Alicia Morgan gave a brief report regarding Programming and Public Relations activities throughout the library system. She also presented a draft of the upcoming "Be Creative at Trails Regional Library" Summer Reading Brochure.

9. Adjournment: The meeting was adjourned by President, Scotty Walker, at 9:10 p.m. The next meeting will be at 7:30 p.m. on May 14, 2009 at the Warrensburg Branch.

Respectfully submitted,
Alicia Morgan, Recording Secretary

