

**Rolla Public Library
Board of Trustees
January 19, 2017**

- I. **Call to Order and Roll Call:** President Koenig called the meeting to order at 4:00 p.m. Members present included Bleckman, Koenig, Linkeman, Lloyd, Sager, and Stoecker.
- II. **Welcome to Visitors: Steffanie Rogers,** City Financial Director
- III. **Review and Approval of Minutes:** Stoecker made a motion to approve the minutes of December 15,, 2016, Bleckman seconded and the motion passed.
- IV. **Monthly Financial Review:**
Rogers presented the financial report for the month ending December 15, 2016. Board members reviewed Cola and Merit pay raises per the budget and where new computers were coded in the financial statement. That would be under New Equipment.
- V. **Director's Report: Watkins** could not be at this meeting
- VI. **Old Business:**
 1. **Koenig** reported that we have a new tenet, a Chinese Cultural Center / Church(Tom Eldridge). They do not need any renovations and agreed to \$600.00/month rent. The Library will also be responsible for making sure they are given and account of their utility bills
Koenig also reminded the board that two board members needed to be replaced in June and to start thinking about replacements.
 2. **Koenig** led a discussion about ALA membership for one year to facilitate Trustee training. It was decided to look into training offered by the Missouri State Library for new Trustees.
 3. The Board conferred on a list of items requested from the Library Director,
 - Door Counter Data
 - Library Survey that was sent to the State
 - Explanation of what is considered dues/subscriptions and professional/contractual
 - List of years computers were purchased
 - List of current employees
 - Proposed Budget for 2017-2018
 - Key lock policy and where it is located
 - Next Publishing of Full Time Position
- VII. **New Business:**
 1. Budget Committee is awaiting the proposed budget from the Library Director.
- VIII. **Stoecker** made a motion to adjourn the meeting at 4:45 pm. Bleckman seconded and the meeting was adjourned until February 16, 2017.

Respectively Submitted

Melody Lloyd
Secretary