

Rolla Public Library

Board of Trustees

17-January-19

I. Call to Order and Roll Call: President Marcellus called the meeting to order at 4:01 pm. Members present included: **Diana Ahmad, Dale Bleckman, John Denbo, Amy Koenig, Jim Marcellus, and Rachel White.**

II. **Welcome to Visitors: Diana Watkins, Library Director, Steffanie Rogers from City of Rolla Finance Department, Elizabeth Holmes, library clerk.**

III. **Monthly Financial Review:**

Steffanie Rogers, City Finance Director presented the latest monthly financial report. The library was given a donation from a Memorial Gift. The gift will be used for additional shelves in the Children's wing. Rogers reviewed the contract renewal discussion from the December 2018 meeting. The city is only renewing our contract for city services for one year. The city is re-evaluating all of the contracts and all are only being renewed for one year.

IV. **Review and Approve Minutes of Previous Meeting**

December 2019 minutes were revised to include the motion made to approve minutes. Also revised to strike information from the new business. **Ahman** motioned to approve minutes as addended, **Denbo** seconded. Motion passed.

V. **Old Business**

Watkins advised that the cost to create a report by category would cost \$200 for the initial setup and \$30 to run the report each time. The staff will begin a manual count of category of books checked out on February 1st.

The outside rail on the back steps is shaky. The rail next to the library building is solid which is an alternative. The repair will need to happen in the spring.

The website is need of updating and the creator of the website is no longer in business. **Ahmad** is asking the chair of the Computer Science if they could offer any assistance.

VI **New Business**

Watkins discussed moving our library to the Evergreen Communal catalog. To do this, we would need to get our catalog more consistent to make this transition in the next couple of years. Evergreen would replace TLC. The state library is currently subsidizing Evergreen and the cost reduces with every member that joins. Patrons can see items across member libraries. Couriers move books between libraries.

Koenig introduced the idea that we change our holidays that the library is closed so the library may be accessible to children out of school and the library could have special programs for days such as Martin Luther King Day and President's Day. These days will need to be considered for the next budget cycle.

VII Closed Session

At 4:49 **Bleckman** motioned to go into closed session, **White** seconded. We returned from closed session at 4:53. Personnel matters were discussed.

Bleckman motioned to adjourn the meeting at 4:55pm, **Ahmad** second and the meeting was adjourned. The next meeting is scheduled for Thursday, February 21, 2019.

Respectfully Submitted,

Amy Koenig, Secretary