

Rolla Public Library
Board of Trustees
June 15, 2017

- I. **Call to Order and Roll Call:** President Koenig called the meeting to order at 4:00 p.m. Members present included **Ahmad , Bleckman, Denbow, Koenig, Linkeman, Lloyd, and Marcellus.**

- II. **Welcome to Visitors:** **Diana Watkins**, Library Director and **Steffanie Rogers**, City Financial Director

- III. **Special Welcome** our newest board member, **John Denbow.**

- IV. **Monthly Financial Review:**
Rogers presented the financial report for the month ending May 2017. Board members questioned whether the Library is getting its money's worth for the newspaper advertising budget being spent. The board also discussed the grant expense for the summer reading program appearing in two different budget years.

- V. **Review and Approval of Previous Minutes:**
Marcellus made a motion to approve the minutes from May 2017, **Ahmad** seconded and the motion was approved.

- V. **Director's Report:** **Watkins** reviewed her report with special attention to the cash donations to the Summer Reading Program that would be used for a final wrap up party that is not covered by the grant. She also reported on the Missouri Public Library Directors conference she attended. The board members were interested in what topics were covered. **Watkins** discussed how libraries were handling HR matters specifically regarding state statutes, and how they addressed personnel turnover. Many other libraries are also having similar issues.

- VI. **Old Business:** **Watkins** reported that the library staff was seeing far fewer patrons from the local Middle Eastern community, the travel ban is probably affecting this report. It was suggested that **Watkins** email the Moslem Student Association or the Moslem Student Center to make sure they are aware of the Summer Reading Program. All books received by the Summer Reading grant have been received and are in full circulation. Meeting Room policy revisions were tabled until a later date. **Marcellus** reported on the progress of the courtyard. The mural should be finished within the next week or two. The new book drop off box is in place and the plans are continuing for the replacement of the front steps.

- VII. **New Business:** **Bleckman** reported that White Heating & Cooling had not finished the AC main building needs. **Watkins** was directed to call them and remind them to finish this

HVAC work. It was also reported that the Church Building also has HVAC issues that need attention. **Bleckman** will also help **Watkins** develop a scope of work plan for the sealing and painting of the non- brick parts of the building. It was decided that no board business would be conducted by email except for the forwarding of minutes and reports.

VIII. Election of Officers:

President – Jim Marcellus

Vice President – Ruth Stoecker

Secretary – Melody Lloyd

Treasurer – Dale Bleckman

The Open Session was closed at **4:11 p.m.** to go into closed session by a motion made by **Marcellus** and seconded by **Ahmad**. The timing of the closed session was inserted during the regular meeting to accommodate **Rogers** schedule.

XIII. The Board came out of closed session at **4:17 p.m.** by a motion by **Marcellus** and seconded by **Ahmad** after discussing pending litigation and personnel matters.

The Board then continued with the open session.

XIV. **Marcellus** made a motion to adjourn, **Ahmad** seconded and the meeting was adjourned at **4:57 p.m.** the next meeting will be held on **July 20, 2017** at **4:00 p.m.**

Respectively Submitted

Melody Lloyd

Secretary