

Rolla Public Library

Board of Trustees

June 28, 2018

- I. Call to Order and Roll Call: President Marcellus called the meeting to order at 4:10 pm. Members present included: **Dale Bleckman (via phone), John Denbo, Amy Koenig, Brenda Linkeman, Jim Marcellus, and Ruth Stoecker.**
- II. **Welcome to Visitors: Diana Watkins, Library Director, Steffanie Rogers and Sabrina McAlfee from City of Rolla Finance Department.** Sabrina McAlfee was introduced to the board. She will be leading the exit interview process that was adopted during the May 17, 2018 board meeting.
- III. At 4:12 pm, **Koenig** motioned that we enter Executive Session, **Stoecker** seconded. All were in favor. Review of Executive Session: Personnel matters were discussed and hiring process reviewed. Beginning immediately, the finance office of the City of Rolla will oversee the hiring process for new employees. The director will work with the finance department to create the job description. The finance department will collect applications will select the candidates to interview and coordinate the interviews.
- IV. **Monthly Financial Review: Steffanie Rogers, City Finance Director** presented the latest monthly financial report. The board had no questions. **Stoecker** requested copies of the approved budget be distributed to the board.
- V. **Workman's Compensation: Stoecker** motioned to approve BPJ Workman's Compensation Insurance services. **Denbo** seconded, and all were in favor. Another bid did come in lower than BPJ but it did not meet the criterion wanted.
- VI. **Review of Minutes** from May 17, 2018. **Stoecker** motioned to approve minutes as submitted, **Denbo** seconded and all were in favor.
- VII. **Old Business: Bleckman** discussed the bid for exterior painting/ A site visit will be made and the scope of work details finalized. The bids are due June 29, 2018. **Stoecker** recommended that we table the Appropriate Use of the Library materials until a later meeting.

Stoecker motioned to adjourn the meeting, **Denbo** seconded and the meeting was adjourned. The next meeting is scheduled for Friday, July 20, 2018 at 4pm.

Respectfully Submitted,

Amy Koenig, Secretary
Brenda Linkeman