

Rolla Public Library
Board of Trustees
October 18, 2018

I. Call to Order and Roll Call: John Denbo called the meeting to order at 4:00 pm. Members present included: **John Denbo, Amy Koenig, Brenda Linkeman, Ruth Stoecker and Rachel White (via phone).**

II. **Welcome to Visitors: Diana Watkins, Library Director, Steffanie Rogers and Sabrina McAlfee from City of Rolla Finance Department.**

III. **Entered Executive Session. Stoecker** motioned that we enter Executive Session, seconded by **Linkeman**, motion passed at 4:02pm. 5:02pm returned to open session. Summary of executive session: personnel discussion, no action taken.

III. **Monthly Financial Review:**
Steffanie Rogers, City Finance Director presented the latest monthly financial report.

IV. **Review and Approve Minutes of Previous Meeting. Linkeman** motions to approve minutes as submitted, **Stoecker** seconded. Motion passed.

V. **Old Business:**
a. Strategic Plan needs to be reviewed. Based on time, reviewing the strategic plan will be postponed again.

VI. **New Business:**
a. The City of Rolla would like to purchase a panel tree and would like to display this tree in the library courtyard during the holiday season. They have asked if the library would be willing to contribute \$1200 of the \$4211 cost. The library would not be responsible for storage of the new tree. **Koenig** motioned to approve a \$1200 contribution toward the panel tree and permission to display in the library courtyard. This purchase is not specifically stated in the strategic plan. **White** seconded the motion. Motion passed (not unanimous).
b. Linkeman presented a quote from Middleton Woodworking of Rolla for a freestanding exhibit case which was budgeted for in the current budget. The bid is \$2896 for labor and materials and \$154.94 sales tax. Also presented was a Brodart exhibit case of similar specifications for \$4,459. **Linkeman** motioned to accept the bid for the exhibit case from Middleton Woodworking. This purchase is not specifically stated in the strategic plan. **Koenig** seconded the motion. Motion passed (not unanimous).

Koenig motioned to adjourn the meeting at 5:30 pm, Linkeman second and the meeting was adjourned. The next meeting is scheduled for November 15, 2018 at 4pm in the Rolla Public Library meeting room.

Respectfully Submitted,

Amy Koenig, Secretary