

**Rolla Public Library**  
Board of Trustees  
**September 12, 2017**

- I. **Call to Order and Roll Call:** President Marcellus called the meeting to order at 4:00 p.m. Members present included **Ahmad, Blakeman, Denbow, Koenig, Linkeman, Lloyd, Marcellus and Stoecker.**
  
- II. **Welcome to Visitors:** **Diana Watkins**, Library Director, **Steffanie Rogers**, City Financial Director, and **Tammy Alsop** from Hochschild, Bloom & Company LLP.
  
- III. **Monthly Financial Review:**

**Alsop** reviewed the 2016-17 audit of the financial statements of the Rolla Public Library. The Board was satisfied with the report.

**Rogers** stated that the rental income account is continuing to grow and these funds would be available for capital improvements.
  
- V. **Review and Approval of Previous Minutes:**

**Stoecker** made a motion to approve the minutes from August 2017, **Koenig** seconded and the motion was approved.
  
- IV. **Director's Report:** **Watkins** reviewed her report gave a report on the Small and Rural Library Association conference she recently attended in St. George, Utah. She was able to attend classes on Programing, Staff Relationships, Marketing, and Special Needs Adult programs. Our library is considered a midsize library. **Watkins** also reported on the back log of cataloging that needs to be done at the library.
  
- V. **Old Business: Courtyard Update –Marcellus** reported that the courtyard project is nearly 95% completed. He will check on the progress of the geodectic marker to be placed in the courtyard. The

front steps project should be beginning sometime in mid October and will last approximately 30 days. The city still doesn't know if there will be a cost to repair masonry work on the front. **Koenig** made a motion and **Ahmad** seconded that we continue with the project despite the added cost which could be extensive. **Koenig** will help with weeding and mulching of the courtyard area.

**VI. New Business: Strategic Goals** – The board reviewed and updated the Strategic Goals prepared in 2015. **Marcellus** led a discussion on the updated Meeting Room Policy. This policy is still in review by ACLU and our lawyers, there was no final version to be voted on at this meeting. It was suggested that when this policy is published that the board should publish an article in the Rolla Daily News to keep the public informed as to the changes. This policy should also be posted on the Library's website. The board approved the third Thursday of the month to be the official meeting date at 4:00 p.m. **Koenig** made a motion to approve a request to put up a Christmas Tree in the courtyard by December 1, 2017. **Ahmad** seconded and the motion was passed by the board.

**VII. Close Session: Stoecker** made a motion to go into closed session at 4:51 pm, **Ahmad** seconded. **Watkins** discussed personnel issues, **Stoecker** made a motion to come out of the closed session at 4:57 pm., **Ahmad** seconded.

**Stoecker** made a motion to adjourn, **Ahmad** seconded and the meeting was adjourned at 4:59 p.m. The next meeting will be held on October 19, 2017 at 4:00 p.m.

**Respectively Submitted**

**Melody Lloyd**

**Secretary**