

Rolla Public Library
Board of Trustees
Minutes of February 20, 2020

- I. **Call to Order and Roll Call:** James Marcellus called the meeting to order at 4:03 p.m. Members present included: James Marcellus, Rachel White, Diana Ahmad, Brenda Linkeman, Amy Koenig and John Denbo.
- II. **Welcome to Visitors:** Rebecca Buckley, Library Director, Steffanie Rogers, Fiscal Agent
- III. **Financial Review:** Due to accounting software upgrade issues, no financials were presented for review.
- IV. **Review and Approve Minutes from Previous Meetings:** Reviewed minutes from open session on January 16, 2020. John Denbo motioned to approve, Diana Ahmad seconded, motion passed.
- V. **Library Director's Report:** Rebecca Buckley reported an encouraging staff meeting was had with open discussions to some recent issues and ongoing increase of the library's general usage. A circulation goal was set for February. Weeding the collection was delayed but a more efficient process was allowed from the delay to do a more streamlined process. The Summer Reading Program grant was written about in the Rolla Daily News and questions have started coming in about programming. It is in the active planning stages right now. PC Tech is gradually getting the technology issues in order. The adult nonfiction section had a leak that the water was coming in through the penetrations under the HVAC system on the roof. Repairs will be made as soon as possible with the weather. Due to schedule conflict with the meeting the Director will attend in April, the April meeting will be moved to Thursday, April 9, 2020.
- VI. **Old Business:**
- VII. **New Business:**
 - a. HVAC service needs bids – Rebecca Buckley presented 3 bids were received for the HVAC maintenance service. John Denbo motioned that the bid from Hartley's Climate Control be accepted subject to Dale Bleckman review and approval, Diana Ahmad seconded, motion passed.
- VIII. **Schedule next meeting date:** The next Library Board meeting will be Thursday, March 19, 2020 at 4:00 p.m. in the Meeting Room in the Children's Wing of the Rolla Public Library.
- IX. **Adjourn:** Diana Ahmad made the motion to adjourn, Brenda Linkeman seconded, motion passed. Meeting was adjourned at 4:36 p.m.