

Rolla Public Library  
Board of Trustees  
Minutes of March 17, 2022

- I. **Call to Order and Roll Call:** Diana Ahmad called the meeting to order at 4:03 p.m. Members present included: James Marcellus, Diana Ahmad, Amy Koenig, Brenda Linkeman, Becky Roberts and Rachel White (via zoom). Member(s) not present included: John Denbo.
- II. **Welcome to Visitors:** Rebecca Buckley, Library Director
- III. **Monthly Financial Review:** Steffanie Rogers provided and reviewed the February financials.
- IV. **Review and Approve Minutes from Previous Meetings**
  - a. January Open Session minutes – James Marcellus made the motion to approve with date correction to minutes in the heading, Amy Koenig seconded, motion passed.
  - b. No February minutes due to the meeting was cancelled.
- V. **Library Director's Report:** Rebecca reported from the March Director's report that Lori James has returned to work at the Library filling the additional position that the Library Board had approved. Neil Anderson will be leaving March 27<sup>th</sup> and we will be interviewing application to fill his vacancy. The Library staff meeting held on President's Day, February 21<sup>st</sup> went very well. A group met Tuesday, March 8<sup>th</sup>, to discuss the damaged roof area in Lamb of God that has been shored up. There is a couple of options that can be taken – patch the existing or opt for a new roof. The courier issues have improved so far! Freedom Electric installed the courtyard lights and two additional outlets. Lots of Summer Reading Program planning is happening for the eight week program. Over 100 donation letters were sent out and we are starting to see donations of various types coming in from monetary to coupons. Missouri Evergreen is offering a cataloging certification with an advanced and a basic level. One person from each library is to be certified and we have two staff members that will receive their certification via online classes that takes 8-10 hours and the due date is June. Rebecca will be attending a Missouri Evergreen Reports training online March 10<sup>th</sup>. Choices for People will collaborate with the Library again. The Library is thankful for the help from the Rolla Christian Campus Fellowship volunteers during the two icy snowfalls. Free training provided by the Missouri State Library will be attended by Cynthia and Tara on Every Child Ready to Read on March 29<sup>th</sup>. The Library is again accepting Americorp applications until April 8<sup>th</sup>.
- VI. **Old Business:**
  - a. **Revisit library COVID precautions:** A discussion was held on wearing masks. Amy Koenig made the motion that masks would be optional for staff, James Marcellus seconded, motion passed.
  - b. **Revisit roof repairs:** Rebecca Buckley reviewed the options to fix the roof in the area of the Lamb of God and building. James Marcellus made the motion to begin the process to fix the entire roof with a new one, Rachel White seconded, motion passed. James

Marcellus made the motion that funds for the roof would be moved to the operating account to cover the expenses, Amy Koenig seconded, motion passed.

- c. **Revisit need for new library board members:** General discussion that individuals were needed.

VII. **New Business:**

- a. **Need for board policies revision:** Rebecca was given direction to work up a policy to bring to the board for further discussion.
- b. **Announcement:** Diana Ahmad announced that she will be retiring and moving, thus resigning from the board.
- c. **Community involvement/promotion and the Library:** A discussion was held on the Library promotion/promoting other organizations.

VIII. **Schedule next meeting date:** The next Library Board meeting will be Thursday, April 21, 2022 at 4:00 p.m. in person and available via Zoom.

IX. **Adjourn:** James Marcellus made the motion to adjourn, Brenda Linkeman seconded, motion passed. Meeting adjourned at 5:17 p.m.