

Rolla Public Library
Board of Trustees
Minutes of June 16, 2022

- I. **Call to Order and Roll Call:** Diana Ahmad called the meeting to order at 4:03 p.m. Members present included: Diana Ahmad, Becky Roberts, Kristi Fleishhauer, Brenda Linkeman, John Denbo and Amy Koenig. Member(s) not present included: James Marcellus and Rachel White.
- II. **Welcome to Visitors:** Rebecca Buckley, Library Director
- III. **Monthly Financial Review:** Steffanie Rogers unavailable and financials were not provided.
- IV. **Review and Approve Minutes from Previous Meetings**
 - a. May Open Session minutes – Brenda Linkeman made the motion to approve, Becky Roberts seconded, motion passed.
- V. **Library Director's Report:** Rebecca reported the Summer Reading Program week one was a success and everyone was very happy with the turnout. The Library has weekly ads running with the weekly programs. On the roof situation, the tenants were given a copy of the update from Integrity. The compressor for the HVAC on the Children's wing roof has been ordered. The S&T Child Development Center will come for weekly visits starting the end of June. An overdue report is being run the first of every month and staff has been contacting via phone calls. Some issues of communication between the Chromeboxes and the CASSIE system is being looked at by Karl, the tech person. The Friends of the Library book sale was a success with approximately \$6000 brought in. Lysha Thompson from the Youth Services Consultant from the State Library made a visit on June 2nd. She took a tour and enjoyed seeing all the Summer Reading Program décor and displays. We have had a lot of new people getting library cards so far in June. A fourth courier day has been requested. The donated furniture should be arriving soon – the display tables around July 15th and the book shelves around July 25th.
- VI. **Old Business:**
 - a. **Revisit library COVID precautions:** Discussion on paid leave for COVID situations.
 - b. **Update on roof work plans:** An update and discussion was had during the Director's report.
- VII. **New Business:**
 - a. **Revisit public computer usage policies from area libraries:** A discussion was held on the issue as to have a Wi-Fi password or not and the amount of usage time for each patron. Rebecca is to draft a policy and present to the board.
 - b. **Jim Marcellus, Diana Ahmad - farewell:** A plaque and flowers were presented to Diana for her dedication and time on the Library Board. James Marcellus was not present to receive his plaque.

- VIII. **Report of the Nominating Committee:** A committee was not formed this year. Diana Ahmad made the motion to nominated Amy Koenig as president, Becky Roberts as Vice President, John Denbo as Treasurer, and Kristi Fleischhauer as Secretary. Brenda Linkeman made the motion for the stated officers, Becky Roberts seconded, motion passed.
- IX. **Schedule next meeting date:** The next Library Board meeting will be Thursday, July 21, 2022 at 4:00 p.m. in person and available via Zoom.
- X. **Adjourn:** Becky Roberts made the motion to adjourn, Brenda Linkeman seconded, motion passed. Meeting adjourned at 4:58 p.m.

After the meeting had been adjourned, it was discovered that the amended contract from Integrity had not been voted on. Additional minutes taken and received by Rebecca Buckley via email on June 20, 2022 read as follows:

Amended Minutes 6.16.22

At 5:02 Becky Roberts motioned to re-adjourn the meeting, John Denbo seconded it.

Amy moved to accept the amended contract from Integrity Engineering regarding the roofing design for the flat roof over PC Tech and English Corner. John Denbo motioned and Diana Ahmad seconded. All

Amy moved to adjourn the meeting again. Diana Ahmad motioned, John Denbo seconded. All approved. Meeting adjourned at 5:05pm.