

# Poplar Bluff Municipal Library District

## Library Board of Trustees

### Minutes

Monday October 1, 2012

1. Meeting was called to order at 4:00 pm by Board President Matt Funke. Other Trustees present included Susie Landrum, Joyanne Cunningham, Cindy White, John Stanard, Kathy Sanders, and Jeffrey Sifford. Jackie Thomas, Library Director was present. Sherry McDonald and Andrew Murphy were absent.
2. Disclosure of interest. Any member of the Poplar Bluff Municipal Library District Board of Trustees may disclose any possible conflict of interest dealing with either any item on the printed agenda or with any matter discussed at a previous meeting. None.
3. Open for Public Discussion: None.
4. Minutes from the September 4, 2012 Poplar Bluff Municipal Library District Board of Trustees meeting were presented and discussed. A motion was made by Cindy White to approve the minutes and second by Susie Landrum. The minutes were approved with corrections.
5. The monthly circulation reports were presented by Jackie Thomas and were discussed by the board. Over 700 new or renewed library cards issued in September 2012.
6. The monthly operating expense report of the Poplar Bluff Municipal Library District was presented and discussed. A motion was made by Susie Landrum and second by Cindy White to pay the monthly Poplar Bluff Municipal Library District library operating expenses. The trustees were asked by roll call vote to approve paying the operating expenses. All seven trustees present approved paying the monthly operating expenses.
7. Old Business: Poplar Bluff Municipal Library District committee reports:  
Staff Salary Schedules Subcommittee (C) Jeffrey Sifford, Joyanne Cunningham and Sherry McDonald. This subcommittee will meet again for employee benefits and salary schedules and make a recommendation to the board at the October 29, 2012 meeting.  
Budget & Banking Subcommittee (C) John Stanard, Matt Funke and Andrew Murphy. No updates to report.  
Library Director Search Committee (C) Kathy Sanders, John Stanard and Susie Landrum Kathy

Sanders stated that the Search Committee had received three applications as of this date and that the deadline for accepting applications is October 29, 2012.

Master Plan Subcommittee (C) Andrew Murphy, Kathy Sanders and Cindy White. No new updates to report.

8. New Business: John Stanard presented the board an offer from a Mr. Wilson. Mr. Wilson has offered to donate to the Poplar Bluff Municipal Library District a city lot in Poplar Bluff, MO. John Stanard will gather more information about the property and make a recommendation to the board at the October 29, 2012 meeting.
9. New Business: Mr. Kent Brown has requested a \$5000.00 advanced retainer for legal fees approved by the board of trustees. Jackie Thomas presented to the board the request for the retainer by Mr. Kent Brown. The board discussed the issue and a motion was made by John Stanard and second by Kathy Sanders to pay the retainer requested by Mr. Kent Brown for legal fees approved by the board. The retainer will be paid after the Poplar Bluff Municipal Library District receives the November 2012 sales tax revenues. The trustees were asked by roll call vote to approve paying Mr. Kent Brown the retainer fee when the November 2012 sales tax revenues are available. All seven trustees present approved paying Mr. Kent Brown the \$5000.00 retainer fee when the November 2012 sales tax revenues are available.
10. President's Report: None.
11. Director's Report: The Director stated that Proposition 1 will be used in all the library advertising. Nine new topic signs will be used in the children's library. Plans are to get 50 new e-readers.
12. Motion made by Kathy Sanders to adjourn the meeting and was second by John Stanard. The board approved to adjourn the meeting at 5:15 pm. The next Library Board meeting will be Monday October 29, 2012 at 4:00 pm.

Respectfully Submitted

Jeffrey Sifford

