

Poplar Bluff Municipal Library District
Library Board of Trustees
Minutes
January 9, 2017

1. Meeting was called to order at 4:07pm by Christy Turner (President). Other trustees present included Susie Landrum (Secretary), Cindy White (Treasurer), Karen Crook (Vice President), Kathern Harris, Margaret Fletcher, and John Stanard. Sue Crites Szostak, Library Director, Shannon Mangrum, Assistant Library Director, and Barbara Horton, liaison with the Poplar Bluff City Council, were also present.
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: Kathern Harris made a motion to approve the minutes from the December meeting. John Stanard seconded the motion. The Board approved the minutes from the December meeting.
5. Financial/payment of bills: Sue Crites Szostak presented financial information and bills to be paid. Susie Landrum made a motion to pay the bills, and Karen Crook seconded. The Board approved payment of the bills by a roll call vote.
6. Circulation Report: Sue Crites Szostak presented the Circulation Report.
7. Technical Services Report: Sue Crites Szostak presented the Technical Services Report.
8. President's Report: President Christy Turner had no report.
9. Old Business:
Donor Wall: Sue met with Carol Marler of 4M after the December Board meeting, but has no new information concerning the Donor Wall.

10. New Business:

Audit Committee: Kraft, Miles, & Tatum will begin the library's audit on the 6th or 7th of March. It is possible that a report will be ready for the audit committee by the first week of April.

Personnel Handbook: Sue Crites Szostak reviewed changes that were made in the Personnel Handbook in 2016. She asked that all Board members read the revised Personnel Handbook.

11. Director's Report: Sue Crites Szostak presented her director's report.

At 4:50 copies of the work done on the Donor Wall by 4M were delivered to Sue. These were viewed and discussed by the Board. Sue Crites Szostak suggested that she and John Stanard meet with Carol Marler to discuss changes in the Donor Wall, which the Board agreed to.

12. Closed Session: At 5:01 Margaret Fletcher made a motion to adjourn into closed session in order to discuss personnel issues, and John Stanard seconded. The Board approved by roll call vote. At 5:05 Susie Landrum made a motion to come out of closed session and adjourn the Board Meeting. Karen Crook seconded. The Board approved by roll call vote, and the meeting was adjourned.

Respectfully Submitted,

Susie Landrum

Secretary, Board of Trustees, Poplar Bluff Municipal Library District