

Poplar Bluff Municipal Library District
Library Board of Trustees
Minutes
Monday, October 3, 2016

1. Meeting was called to order at 4:10pm by Christy Turner (President). Other trustees present included Susie Landrum (Secretary), Cindy White (Treasurer), Karen Crook (Vice President), John Stanard, and Dr. Mary Lou Brown. Sue Crites Szostak, Library Director, and Shannon Mangrum, Assistant Library Director, 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: Karen Crook made a motion to approve the minutes from the September meeting. Christy Turner seconded the motion. The Board approved the minutes from the September 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 Dr. Mary Lou Brown 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:

Centennial Committee Update: Sue Crites Szostak reported that approximately 150 people attended the rowing event that was held at Wappapello Lake on September, 24th.

Mission Statement: Sue Crites Szostak recommended that the mission statement as shown be adopted by the Board. One editing change was suggested by John Stanard. Cindy White made a motion to adopt the mission statement with the one change, and Karen Crook seconded. The Board approved the motion.

Mission Statement: Poplar Bluff Municipal Library District with its community partners provides and promotes equal access to reading, information, cultural and intellectual resources.

10. New Business:

TIF Payment: Sue Crites Szostak recommended that the Board approve the TIF payment in the amount of \$17,552.91. This will cover the billing period of July, August, and September from the city of Poplar Bluff. A motion was made by Christy Turner to approve the TIF payment in the amount of \$17,552.91. Dr. Mary Lou Brown seconded. The Board approved the motion.

Furnishings: Sue Crites Szostak reported on the state of some of the library's furnishings and the need for the replacement of said furnishings. These included: (1) 50 chairs in the theater, (2) the addition of 6 or 7 chairs in the children's library, (3) replacement of the lounge-type chairs on the main floor, (4) moving the chairs in the meeting room to the computers and replacing the meeting room chairs with caster chairs, and (5) replacing 12 staff chairs. Sue stated that the purchase of the furniture would be a capital project and would be paid for out of the library's financial reserves. After some discussion, Sue asked the Board to authorize her to use reserves up to \$40,000.00 in order to purchase the new furnishings for patrons and staff. John Stanard made a motion to give

Sue the authorization, and Susie Landrum seconded. The Board approved the motion.

11. Director's Report: Sue Szostak presented the Director's Report.
12. At 5:00 Dr. Mary Lou Brown White made a motion to adjourn into a closed session to discuss a personnel issue, and Susie Landrum seconded. The Board approved by a roll call vote. No action was taken by the Board during the closed session. At 5:08 Cindy White made a motion to come out of closed session and adjourn the meeting. John Standard seconded. The Board approved the motion by roll call vote, and the meeting was adjourned.

Respectfully Submitted,

Susie Landrum
Secretary, Board of Trustees, Poplar Bluff Municipal Library District