

Poplar Bluff Municipal Library District
Library Board of Trustees

Minutes
February 6, 2017

1. Meeting was called to order at 4:00pm by Christy Turner (President). Other trustees present included Susie Landrum (Secretary), Cindy White (Treasurer), Karen Crook (Vice President), Kathern Harris, Margaret Fletcher, John Stanard, and Andrew Murphy. 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: Cindy White made a motion to approve the minutes from the January meeting. Kathern Harris seconded the motion. The Board approved the minutes from the January meeting.
5. Financial/payment of bills: Sue Crites Szostak presented financial information and bills to be paid. John Stanard made a motion to pay the bills, and Andrew Murphy seconded. The Board approved payment of the bills by a roll call vote.
6. At this point in the meeting, Sue Crites Szostak asked to move the “New Business” section of the agenda.

New Business:

Missouri Ethics Commission-Annual Filing

Annual Review-Conflict of Interest:

The conflict of interest must be filed every two years with the Missouri Ethics Commission. There was no change from the report that was filed in 2015. Sue Crites Szostak recommended that the Board adopt the conflict of interest policy. Andrew Murphy made a motion that the Board approve the policy, and Susie Landrum seconded. The Board approved the motion. The conflict of interest form was signed by the officers of the Library Board of Trustees. It will be sent by Sue Crites Szostak to the Missouri Ethics Commission within the ten day period required by the state.

Library Board of Trustees By-Laws:

The Board reviewed the existing by-laws. No issues were addressed by the Board, so no action to make changes in the by-laws was taken.

7. Circulation Report: Sue Crites Szostak presented the Circulation Report.
8. Technical Services Report: Sue Crites Szostak presented the Technical Services Report.
9. President's Report: President Christy Turner had no report.
10. Old Business: There was no old business to discuss.
11. Director's Report: Sue Crites Szostak presented her director's report.
12. Closed Session: At 4:38 Susie Landrum made a motion to adjourn into closed session in order to discuss personnel issues (610.021(13)RSMo), and Margaret Fletcher seconded. The Board approved the motion by roll call vote. At 4:50 Susie Landrum made a motion to come out of closed session and adjourn the Board Meeting. Cindy White 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