

# Poplar Bluff Municipal Library District

## Library Board of Trustees

### Minutes

Monday, May 1, 2017

1. Meeting was called to order at 4:05pm by Christy Turner (President). Other trustees present were Susie Landrum (Secretary), Karen Crook (Vice President), Kathern Harris, Margaret Fletcher, and John Stanard. 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: Margaret Fletcher made a motion to approve the minutes from the April meeting, and John Stanard seconded. The Board approved the minutes from the April 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:  
Use Tax: Sue Crites Szostak reported that she had been conducting research regarding the use tax. She collected information from the following: Mark Massingham, Missouri Department of Revenue, Steve Halter, and the library's attorneys. Sue recommended that the Board hold a special meeting on May 15, 2017, for the purpose of passing the use tax ordinance, ballot language, and notice of publication. John Stanard made a motion to hold the special meeting, and Kathern Harris seconded. The Board approved the motion by a roll call vote.
10. New Business:  
Nominating Committee: President Christy Turner appointed the following Board

members to the nominating committee: Susie Landrum, Christy Turner, and Margaret Fletcher. At the June meeting, they will present a slate of officers to serve from July, 2017, to June, 2018. The Board will be asked to approve the slate of officers.

New Board Member Applications: Sue Crites Szostak related the names of those who have applied to serve on the Board.

Purchasing Policy: Sue Crites Szostak asked to correct an error in the wording of the purchasing policy that was approved by the Board at the March meeting. This correction pertains to new language concerning the liability of contractors. Sue recommended that the Board approve the purchasing policy as presented at the May meeting. Margaret Fletcher made a motion to approve the purchasing policy. Susie Landrum seconded. The Board approved the motion.

11. Director's Report: Sue Crites Szostak presented her director's report.
  
12. At 4:44pm Margaret Fletcher made a motion that the Board adjourn into a closed session to discuss personnel and real estate issues (610.021.1, .2, .3, .9, .11, .12, .13, & .14, RSMo). John Stanard seconded, and the Board approved the motion by a roll call vote. No action was taken by the Board during the closed session. At 4:48 Susie Landrum made a motion to come out of closed session and adjourn the Board meeting. Karen Crook seconded, the Board approved the motion, and the meeting was adjourned.

Respectfully Submitted,

Susie Landrum, Secretary

Board of Trustees, Poplar Bluff Municipal Library District