

Poplar Bluff Municipal Library District

Library Board of Trustees

Minutes

Monday, June 5, 2017

1. Meeting was called to order at 4:05pm by Christy Turner (President). Other trustees present were Susie Landrum(Secretary), Kathern Harris, Andrew Murphy, 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: Kathern Harris made a motion to approve the minutes from the May meeting, and John Stanard seconded. The Board approved the minutes from the May meeting. John Stanard made a motion to approve the minutes from the May 15th special meeting. Kathern Harris seconded. The Board approved the minutes from the special 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 Susie Landrum 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:
 - Nominating Committee: Christy Turner, chairperson of the nominating committee, presented the proposed slate of officers who would serve from July, 2017, through June, 2018. The proposed officers were: Christy Turner-President, Margaret Fletcher-Vice President, Susie Landrum-Secretary, and John Stanard-Treasurer. Susie Landrum made a motion to approve the proposed slate of officers. Kathern Harris seconded, and the Board approved the motion by roll call vote.
 - July 10th Board Meeting: Sue Crites Szostak reminded the Board that they had earlier approved moving the July Board meeting to the 10th.
 - Circulation Policy: The Board had previously approved a policy allowing the Library to use a collection agency. Sue Crites Szostak clarified some minor revisions to that policy. She

recommended that the Board approve the policy as presented. Susie Landrum made a motion to approve Sue's recommendation, and Andrew Murphy seconded. The Board approved the motion.

10. New Business:

Educational Assistance Policy and Educational Assistance Contract: Shannon Mangrum was asked to excuse herself from the meeting at this time. Sue Crites Szostak explained the Educational Assistance Policy and contract. She explained that the policy had been reviewed and approved by the Library's attorneys since a contract was involved. Sue recommended that the Board approve the Educational Assistance Policy and contract. A motion was made by Susie Landrum to accept Sue's recommendation to approve the policy and seconded by John Stanard. The Board approved the policy. Shannon Mangrum then returned for the remainder of the meeting.

11. Director's Report: Sue Crites Szostak presented her director's report. Shannon Mangrum had attended the recent city staff meeting and shared with the Board issues that were discussed at that meeting.

12. At 4:52pm Susie Landrum made a motion that the Board adjourn into a closed session to discuss personnel issues (610.021.1, .2, .3, .9, .11, .12, .13, & .14, RSMo). Kathern Harris seconded, and the Board approved the motion by roll call vote. No action was taken by the Board during the closed session. At 5:04pm Susie Landrum made a motion to come out of closed session and adjourn the Board meeting. 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