

# Poplar Bluff Municipal Library District

## Library Board of Trustees

### Minutes

Monday, May 4, 2015

1. Meeting was called to order at 4:00pm by President Andrew Murphy. Other trustees present were Matt Funke, Kathern Harris, Jennifer Gadow, Cindy White, Kathy Sanders (VP), Sherry McDonald (treasurer), and Susie Landrum (secretary). 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 may disclose any possible conflict of interest dealing with any item on the printed agenda or with any matter discussed at a previous meeting. None.

3. Open for Public Discussion: None.

4. Minutes: Matt Funke made a motion to approve the minutes from the April meeting, and Sherry McDonald seconded. The Board approved the minutes.

5. Financial/payment of bills: Sue Crites Szostak presented financial information and bills to be paid. Cindy White made a motion to pay the library bills and was seconded by Susie Landrum. The Board unanimously approved payment of the library bills by 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 Andrew Murphy had no report.

#### 9. Old Business:

Centennial Committee Update: Kathy Sanders reported that the Centennial Committee is very close to finalizing the schedule of events for the centennial celebration.

RFP for Banking Services: Sue Crites Szostak presented the information that will be contained in the bid for RFP. Susie Landrum made a motion for Sue Crites Szostak to move forward with the RFP bid to be published in local newspapers with further information on the library's website. Kathy Sanders seconded the motion, and the Board approved the motion.

#### 10. New Business:

New Board Members: Sue Crites Szostak mentioned that the Board will need three new

members to replace current members: Kathy Sanders, Matt Funke, and Sherry McDonald. Nominating Committee: A slate of officers for the Library Board for the year beginning in July, 2015, and running through June, 2016, will need to be presented at the June meeting. President Andrew Murphy appointed Susie Landrum and Kathy Sanders to comprise the nominating committee. They will present a slate of officers for Board approval at the June meeting.

Report from Secretary of State's Council on Library Development: Kathy Sanders reported on several points from the council's last meeting.

Invoice from City of Poplar Bluff regarding TIF: Sue Crites Szostak recommended that we not pay this invoice until we hear from the Library's attorneys regarding the matter.

11. Director's Report: Sue Crites Szostak presented the Director's Report.

12. At 4:59pm Matt Funke made a motion to adjourn into a closed session in order to discuss personnel matters. Kathy Sanders seconded, and the Board approved the motion by roll vote.

13. At 5:04pm Susie Landrum made a motion to come out of closed session and to adjourn the Board meeting. Jennifer Gadow seconded, and the Board approved the motion. The meeting was adjourned.

Respectfully Submitted,

Susie Landrum, Secretary

Board of Trustees, Poplar Bluff Municipal Library District