

Poplar Bluff Municipal Library District

Library Board of Trustees

Minutes

Monday, May 5, 2014

1. Meeting was called to order at 4:04 by Matt Funke (President). Other Trustees present included Susie Landrum (Interim Secretary), Andrew Murphy, Sherry McDonald (Treasurer), Christy Turner, Kathern Harris, Cindy White, and Kathy Sanders (Vice President). Other attendees were Sue Crites Szostak, Library Director, and Shannon Mangrum, Assistant Director.
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: Minutes of the scheduled meeting held on Monday, April 7, 2014, were read. Christy Turner made a motion to approve the minutes, and Andrew Murphy seconded. Minutes were approved by the board.
5. Financial/payment of bills: Sue Crites Szostak presented to the board financial information and bills to be paid. Cindy White made a motion to pay the bills. Christy Turner seconded. Payment of the bills was approved by a roll call vote of the board.
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 Matt Funke had no report.
9. Old Business: Audit Update. The first meeting with the auditor was held on Friday, May 2, 2014. Sue Crites Szostak and Shannon Mangrum were in attendance. Board action was necessary on order to authorize Sue Crites Szostak to prepare financial statements on a modified cash basis. Christy Turner made a motion to approve this authorization, and Sherry McDonald seconded. The motion was approved by the board.
10. New Business: (1) A report was presented by Kathy Sanders regarding the meeting she attended of the Secretary of State's Council on Library Development on April 27, 2014.

(2) President Funke appointed a nominating committee: Kathy Sanders (Chair), Susie Landrum, and Andrew Murphy. The committee will present a slate of new officers at the June board meeting.

(3) There was a discussion regarding the annual performance evaluation of the library director. President Funke appointed a personal committee: Christy Turner (Chair), Kathy Sanders, and Cindy White.

11. Director's Report: The director's report was presented by Sue Crites Szostak.

12. Motion to adjourn to closed session regarding a personnel issue was made at 5:08pm by Christy Turner. The motion was seconded by Kathy Sanders.

13. Meeting was adjourned at 5:12 pm. Motion to adjourn was made by Christy Turner and seconded by Andrew Murphy.

Minutes respectfully submitted by,

Susie Landrum, Interim Secretary