

Poplar Bluff Municipal Library District

Library Board of Trustees

Minutes

Monday, November 2, 2015

1. Meeting was called to order at 4:01pm by President Andrew Murphy. Other trustees present were Cindy White (Treasurer), Susie Landrum (secretary), Karen Crook, Margaret Fletcher, and Kathern Harris. 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: No members of the public were present.

4. Minutes: Karen Crook made a motion to approve the minutes from the October meeting, and Kathern Harris seconded. The Board approved the minutes. Sue Crites Szostak introduced two new staff members to the Board: Evan Seckler, Library Coordinator/IT, and Liz Aleshunas, Adult Services Librarian.

5. Financial/payment of bills: Sue Crites Szostak presented financial information and bills to be paid. Cindy White made a motion to pay the bills. Susie Landrum seconded. The Board unanimously approved payment of the library bills by roll call vote. Sue Crites Szostak told the Board that she had received that day a TIF bill from the city of Poplar Bluff. She is still waiting for information from the city regarding the names of vendors.

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: Sue Crites Szostak said that she had requested that Southern Bank underwrite the Golden Books Exhibit in the amount of \$5,000.00. She has not had a response yet. Donations for the exhibit have been made from other entities. She also mentioned the dates of several centennial events beginning in January, 2016.

Fiscal Year 2016 Budget Approval: Sue Crites Szostak recommended that the Board approve the 2016 buget that was proposed at the October meeting. Susie Landrum made a motion that the Board accept the 2016 budget that was proposed at the October meeting. Andrew Murphy seconded. The Board approved the motion by a roll call vote.

November 11th: The library will be closed on Wednesday, November 11, for an inservice day for library staff.

10. New Business: Historical Operations: Sue Crites Szostak requested that the Board approve a purchase order for repayment to the city of Poplar Bluff in the amount of \$97, 957.37. Payment is due December 1, 2015. Cindy White made a motion to approve the purchase order, and Karen Crook seconded. The Board approved the motion by roll call vote.

Author Event: John Stanard is in the process of securing an (as yet unnamed) author to speak at the Poplar Bluff Library. Sue Crites Szostak asked that the Board give its approval for her to sign a contract for \$15,000.00 with the author. An organization will be paying the \$15,000.00, so that amount would be recouped by the library. Susie Landrum made a motion giving Sue Crites Szostak the authority to sign a \$15,000.00 contract with the author, and Kathern Harris seconded. The Board approved the motion by roll call vote.

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

12. At 5:05 Margaret Fletcher made a motion to adjourn into a closed session in order to discuss personnel matters. Karen Crook seconded. The Board approved. At 5:28 Cindy White made a motion to come out of the closed session and to adjourn the Board meeting. Karen Crook seconded, and the Board approved. The meeting was adjourned.

Respectfully Submitted,

Susie Landrum, Secretary

Board of Trustees, Poplar Bluff Municipal Library District