

Poplar Bluff Municipal Library District

Library Board of Trustees

Minutes

Monday, November 3, 2014

1. Meeting was called to order at 4:03pm by Andrew Murphy (President). Other trustees present were Susie Landrum (Secretary), Kathy Sanders (Vice President), Kathern Harris, and Matt Funke. 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 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: Kathy Sanders made a motion to approve the minutes from the October meeting, and Kathern Harris seconded. The Board approved the minutes.

5. Financial/payment of bills: Sue Crites Szostak presented financial information and bills to be paid. Susie Landrum made a motion to pay the library bills and was seconded by Matt Funke. The trustees approved payment of the library bills by roll call vote.

6. Circulation Report: Sue Crites Szostak presented the Circulation Report.

7. Technical Service Report: Sue Crites Szostak presented the Technical Services Report

8. President's Report: President Andrew Murphy had no report.

9. Old Business:

Centennial Committee: The initial meeting of the Centennial Committee will be held on November 14th at 3pm. John Stanard and Kathy Sanders will co-chair the committee.

Budget-2015 Proposed: After several questions were posed and discussed, Matt Funke made a motion to accept the proposed budget for 2015. Susie Landrum seconded. A roll call vote was taken, and the Board approved the motion.

10. New Business:

Gift: A letter had been received from Harry Minetree offering a donation to the library of a break-front secretary. It was Sue Crites Szostak's recommendation that the donation be denied. She felt that the library had no appropriate area in which to display the secretary and therefore could not guarantee

its safety. Susie Landrum made a motion to accept Sue's recommendation, and Kathy Sanders seconded. The Board approved the motion. Sue will respond by letter to Harry Minetree informing him of the Board's decision.

Elevator Expenditure: Electrical repair of the elevator is underway. Hopefully anything over \$10,000.00 will be covered by insurance under equipment failure. Sue asked for authorization from the Board for approval of any expenses over \$10,000.00 for repair of the elevator. Matt Funke made a motion for that authorization, and Kathy Sanders seconded. The Board approved the motion by roll call vote.

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

12. At 5:12pm Matt Funke made a motion that the Board adjourn into closed session in order to discuss personnel issues. Kathy Sanders seconded the motion. The Board approved by roll call vote adjourning into closed session.

13. At 5:22pm Susie Landrum made a motion that the Board come out of closed session, and Matt Funke seconded.

14. At 5:23 Susie Landrum made a motion that the meeting be adjourned. Kathern Harris seconded the motion. The meeting was adjourned.

Respectfully Submitted,

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Susie Landrum, Secretary

Board of Trustees, Poplar Bluff Municipal Library District