

Regular Board Meeting

January 19-2017

The Board of Trustees of the Stone County Library met in regular session on Thursday January 19 at 3:00 pm at the Galena Library. The meeting was called to order by President George Scott. Those present were Jim Huy, Mary Carlson, Pam Sheridan, Angie Evans, and George Scott. Also present were Librarian Colleen Knight, library employee Patricia Roman.

Mr. Scott called the meeting to order. The minutes from the previous minutes were reviewed. Ms. Carlson moved that the minutes be approved. Mr. Huy seconded the motion. All members voted in favor. **Motion carried.**

The Treasurer's Report for November and December was examined by the Board. The board examined the final expenditures and revenue for 2016. Ms. Huy moved that 2016 Final Budget Adjustments be approved. Ms. Evans seconded the motion. All members voted in favor. **Motion carried.** Ms. Evans made a motion to not renew the Certificate of Deposit that is up for renewal on Feb. 28. 2017 and that the money be applied to the Certificates of Participation payment due on March 1st. Ms. Carlson seconded; all members voted in favor. **Motion carried.**

A discussion was held on the library's procedures to safeguard public records. Ms. Knight explained that all computers are backed up to a server, the server is backed up weekly to an external hard drive. Records that are not electronic are vulnerable to fire or destruction of building. Ms. Evans made a motion for the librarian to purchase a safety deposit box at Simmons bank to store permanent records (such as property records, legal documents) and a copy of the external hard drive; safety deposit box not to exceed \$50 per year. Access to said deposit box shall be given to Ms. Knight, Mr. George Scott and Mr. James Huy. Ms. Sheridan seconded. All members voted in favor. **Motion carried.**

Ms. Knight gave the annual librarian's report. Financially the library is sound. Even with the application of an extra \$250,000 to the Certificate of Participation, the library will still have over the state recommended 1 year operating costs in reserve.

Major upgrades in Internet bandwidth and new computers for Crane were added last year allowing faster computing; as a result, computer users increased 31% last year. Circulation continue to increase; the library has over doubled its circulation growth over 2 years. Almost 50,000 people visited the library last year. Over 5200 came to attend library programs.

Ms. Knight also reported on the two grants that she had received. One for Summer Reading for \$7918 and the other to replace the public computers at the Galena Library for \$6167.

In new business, the board considered the considered how the new Missouri gun law passed in November effected current library policy. Ms. Scott explained current MO Statute. Ms. Carlson motioned that the policy be changed to read:

In accordance with RSMO 571.030, firearms or any other weapons readily capable of lethal use are not permitted in the Stone County Library with exception of persons with a valid concealed carry permit issued pursuant to sections RSMO [571.101](#) to [571.121](#).

Signs shall be posted at each entrance of a building owned, leased or controlled by the library stating that firearms or any other weapons are prohibited.

Persons violating the provisions of this section will be asked to either leave the premises or remove the weapon from the premises. Individuals who fail to immediately comply with such a request shall be removed from the building. On duty personnel are authorized to summon such assistance as is necessary to insure compliance with this policy.

Ms. Evans seconded. **Motion carried unanimously.**

Ms. Knight reported on the vandalism that occurred at the Galena Library. The insurance agency estimated \$1999 worth of damage had occurred and issued a check for \$999 (minus the \$1000 deductible). Owens Construction had submitted a quote of \$1533.45 to repair the damage. Mr. Huy made a motion for the librarian to contact Owens Construction and authorize repairs. Ms. Carlson seconded; **Motion carried unanimously.** The board also directed the librarian to use her discretion on appropriate methods to secure building whether is putting in bump post, moving Wi-Fi, or security cameras.

The library board also reviewed the final Strategic Plan for 2017-2021. Ms. Carlson made motion to approve the strategic plan and begin implementation. Ms. Evans seconded, **Motion carried unanimously.**

Motion was made to adjourn by Ms. Evans. Ms. Sheridan seconded. Meeting adjourned

Respectfully, Colleen Knight, Secretary