

## Regular Board Meeting

November 19, 2015

The Board of Trustees of the Stone County Library met in regular session on Thursday November 19, 2015 at 3:00 pm. The meeting was called to order by President George Scott. Those present were Pam Sheridan, Angie Evans, Jim Huy, and George Scott. Also present were Librarian Colleen Knight and library employee Patricia Roman.

Motion by Mr Huy to approve the agenda. Ms. Evans seconded. All members voted in favor. **Motion carried.** The minutes from the previous minutes were reviewed. Ms. Evans moved that the minutes be approved. Mr Huy seconded the motion. All members voted in favor. **Motion carried.**

The Board heard from Jeff Keeling from Roberts, McKenzie, Mangan & Cummings, CPAs about the recently finished FY 2014 audit. RMMC issued a clean opinion for the library. They did have 2 Material findings: the previous audit did not account for deferred Inflow of Resources which they corrected and that there is a material weakness in Internal controls regarding segregation of duties.

The Board discussed ways to correct the internal controls. Either the Board Chair or the Treasurer will review the invoices each month.

The Treasurer's Report for September and October was examined by the Board. Mr. Huy moved that the treasurer's report be accepted. Ms. Evans seconded the motion. All members voted in favor. **Motion carried.**

Ms. Knight gave the librarian's report. Circulation is continuing to rise, up 60% over last year. All numbers, patron visits, computer use, programs, are up significantly over last year.

Ms. Knight also informed the board of the planned Staff Development day on December 14<sup>th</sup> and her plans to close all 3 branches for the day.

The board then moved on to New Business. Ms. Knight reported on the status of the Crane library brick and header issue. MTS Contractors have removed all decorative headers above the exterior of the building, stained the concrete underneath, caulked exterior windows, and tuck pointed strategic areas above windows to reduce water leaks. The board also reviewed the quote from MTS Contractors to clean the brick. Mr. Scott raised some issues that were not included in quote and said he would contact MTS with questions before proceeding.

The board reviewed the proposed art donation from local artist Brian Rance. Ms. Evans made a motion to accept the donation for the Galena library. Mr. Huy seconded. All voted in favor; **motion carried.**

Ms. Knight presented the revised employee manual to the Board. Mr. Huy made a motion to accept the revised employee manual. Ms. Sheridan seconded. All voted in favor; **motion carried.**

The library board reviewed the proposed 2016 Library Budget. A discussion was held on why the State Aid number had dropped so significantly. Ms. Evans made a motion to accept the budget as presented. Mr. Huy seconded. All voted in favor; **motion carried.**

Due to technical difficulties, the trustee training was postponed.

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

Respectfully, Colleen Knight, Secretary