

Stone County Library

Regular Board Meeting

January 21, 2021

Beginning Time: 1:03 PM

Ending Time: 2:54 PM

The Board of Trustees of the Stone County Library met in regular session on Thursday, January 21, 2021. The meeting was called to order by President George Scott. Those present were George Scott, Angie Evans, Steve Seaton, and Pam Sheridan via Zoom. Public presence: Mr. John Powers.

Mr. Scott called the meeting to order. The minutes from the previous meeting was reviewed. Ms. Evans made a motion to approve the minutes from previous meeting. Mr. Seaton seconded the motion. All in favor. **Motion carried.**

#### **Treasurer's Report:**

Before treasurer's report was reviewed, Ms. Payne informed the board of Mr. Huy's resignation from the board and the need to have his name removed from all banking documents as a signer to the library's finances. Ms. Sheridan made motion to remove Mr. Huy as signature on behalf of the library. Mr. Seaton seconded the motion. All in favor. **Motion carried.**

The balance for the treasurer's cash at the end of December was \$141,156.40 and the building reserve was at \$107,832.62. Ms. Payne reported that she is still waiting on invoices and all of 2020 expenditures will be in the clear. She informed the board that building insurance will be much higher and future reports will reflect that. Along with a carry-over of the grant for the holds locker in Reeds Spring. Final number on the locker will be in February. Mr. Scott inquired about the total estimate of Crane renovation, in which, Ms. Payne replied with approximate number of \$565,892.00. The board found that favorable. Ms. Evans made motion to accept treasurer's report. Mr. Seaton seconded. All in favor. **Motion carried.**

#### **Librarian's Report:**

##### **Crane**

Mr. Scott noticed Crane's numbers were down and inquired why. Speculation is that the public doesn't realize there is a new entrance and think the library is closed due to old entrance being empty. Ms. Payne mentioned implementing a sandwich sign at the new entrance and new lettering on old entrance directing people to new entrance, with plans of a larger permanent signage over new entrance. Ms. Payne would like to focus on getting tuck pointing done. Mr. Scott would like sandblasting, tuck pointing, and staining to be accomplished to complete the project. Ms. Payne reported that Crane has been rekeyed and staff can now park in the back and get in the back entrance. The old entrance door now has a crash bar. Everything totaled around \$1800.00. Knight construction pointed out HVAC condensation problems and Hamby Construction fixed them. Mr. Scott inquired about Crane staff has been practicing using the fire door. Ms. Payne that one has been done with plans on having another drill soon. Mr. Scott asked that the staff please document each drill. Ms. Payne reported that a memorial donation for Augustine Peters reached \$600-\$700 and items were purchased per family's request. Each item has a book plate designating memorial and thank you cards sent.

##### **Galena**

Ms. Payne reported that Knight Heating and Cooling had to repair the HVAC system and was informed to make plans to replace units within a couple of years. The estimated cost would be about \$30,000. Ms. Payne, also, reported that she is getting quotes to replace the big light

fixtures with LED lights or a combination of fans and LED lights. Bids are due the first of February. Mr. Seaton asked when the bid closed and was informed by January 29<sup>th</sup>. Mr. Seaton inquired about the number of applicants and was told two and trying to reach out to others.

### **Blue Eye**

Ms. Payne informed the board of issues with Blue Eye, which were furnace issues, electrical melt in an outlet, and a roof "leak". It is unsure if it is an actual leak or condensation issues. J.D. does not want to replace whole roof if the board decides the library will build on. Board does not want to build on. Mr. Scott proposed a doublewide mobile-type classroom or a steel building if we could find land. Finding land is still at a stalemate with the school board and the prospects of a good location are few. Ms. Payne caution against a mobile-style unit stating the floor would not be solid enough. Any building would need 3x/square foot of concrete as a normal construction due to books being extremely heavy. J.D. wants to start a petition the school board for an acre of land and would like the library to help push it. Mrs. Payne did not feel that was a good idea and suggested a meeting with stakeholders to present to the school board the need for an acre of land they own.

Ms. Payne then reported that she and Ms. McConnell, the assistant director, have a possible opportunity to meet with Kimberling City Library about them joining the Stone County Library group. Kimberling City is asking for a letter, which they will review and then make a decision if they will meet with us. Ms. Payne stated, that it isn't her desire to pull completely out of Blue Eye, but the number of patrons that can be added by the possibility of adding Kimberling City area would be significant. She would still like to partner with the preschool for storytime and summer reading. Mr. Seaton asked about the possibility of a holds locker like in Reeds Spring. Mr. Scott asked about still having certain hours open for circulation. Ms. Payne responded that ideally, she would like set up something similar to Reeds Spring and make Blue Eye an outreach location. Mr. Scott asked what she would like to see? Ms. Payne responded that she would like to have Kimberling City be a branch, joining forces with their friends' group. Stone County Library can staff and handle normal library expenses and the friends' group can use their funds to purchase materials as they see fit while continuing the programs they already have in place. She stated that the Kimberling City location would rectify not being able to reach a large chunk of the southern population of Stone County. Mr. Scott encouraged her and Ms. McConnell to reach out and find out the possibility of a partnership. The board was also favorable to the community meeting in Blue Eye.

### **Other reports:**

Jenifer Myer is manning Reeds Spring and the holds locker. She also has made connection to have storytime once restrictions have been lifted.

Mary Carlson will partner with Cape Fair Homemaker's Group for an outreach program in Cape Fair, once restrictions have been lifted.

Ms. Payne reports that there are over 3.5 million items in the Missouri Evergreen consortium to better serve our patrons.

Ms. Payne reported that she got \$7,000 in grants to help cover 3 performers for the Summer Reading Program. Pam Wood is working with schools to allow in person programs. Crane and Hurley are receptive. Still waiting to hear from Abesville.

**No motion needed** on Librarian's Report.

### **Other Business**

An insurance representative will be in to talk with the Galena staff about supplemental insurance. No motion needed.

Ms. Payne presented the board with a retention policy. It was stated to keep things of historical nature and present them to the historical society before eliminating. Mr. Seaton made motion to accept the records retention policy. Ms. Evans seconded it. All in favor. **Motion carried.**

Ms. Payne presented the board with a Group Fee policy. This would link family members preventing family members using other family member's cards if there is blocked due to missing items, damaged items, or other type of fees. No one would in the family would be able to check out any items until fine is met. Ms. Evans made motion to accept Group Fee policy. Ms. Evans seconded the motion. All in favor. **Motion carried.**

Ms. Payne presented the board with a Reconsideration of Library Materials policy. If a patron is unhappy with an item they are to work the chain of command. The item will be presented to the branch managers, which is presented to a committee of 3 for review. The patron will then be notified of decision. If not satisfied with decision, they may go to the board with their complaint. Mr. Seaton made a motion to accept the Reconsideration of Library Materials policy. Ms. Evans seconded the motion. All in favor. **Motion carried.**

Next regular meeting: February 18th, 2021 at 1:00 pm.

Ms. Evans made a motion to adjourn the meeting. Mr. Seaton seconded the motion. All in favor. **Motion carried.**

Respectfully,

Rebecca Payne, Director