

Stone County Library

Regular Board Meeting

September 16, 2021

Beginning Time: 1:02 PM

Ending Time: 2:10 PM

The Board of Trustees of the Stone County Library met in regular session on Thursday, September 16, 2021. The meeting was called to order by President George Scott. Present were George Scott, Angie Evans, Nina Grayson, and Craig Swenty. Public presence: Gary representing Stone County Disabilities Board.

The minutes from the previous meeting were reviewed. Ms. Evans made a motion to approve the minutes from previous meeting. Mr. Swenty seconded the motion. All in favor. **Motion carried.**

Treasurer's Report:

The balance for the treasurer's cash at the end of June was \$197,249.61 and the building reserve was at \$108,145.69. Ms. Payne reported big expenses paid this month were fees for MoLib2Go which was \$3,800, Auditors of \$11,000, and Internet connection for all branches of \$6,000 which is down from \$13,000. Deposits coming in are Summer Reading Grant of approximately \$7,000 and second half of State Aid and State A & E (due in October) of \$8,000-\$10,000, which is above what Ms. Payne had budgeted for the year. Ms. Grayson made motion to accept treasurer's report. Mr. Swenty seconded. All in favor. **Motion carried.**

Librarian's Report:

Mr. Scott asked if COVID has hurt our patron numbers. Ms. Payne reported that Galena and Crane are a little low, but nothing to be concerned about. Blue Eye has not recovered their numbers as well. On the other hand, digital numbers have greatly improved.

Crane

Cannot find tuck point company to do work. Ms. Payne thinks she will need to reach out to companies in bigger cities to find someone. No further discussion or motion needed.

Galena

Parking lot is finished. New program designed for intellectual and developmentally disabled adults. Ms. Payne reported future maintenance needs are hole in window at Galena and applying UV film on tall windows due to fading of books and installation of either new bathroom doors or opening mechanisms, since we have special needs patrons. Mr. Scott suggested she look into aluminum doors. Ms. Evans suggest selling the old doors on Purple Wave. No further discussion or motion needed.

Blue Eye

Beth will hold a Zoom session to recognize Ms. Pam Sheridan for her many years on the board. The event will take place Thursday, September 23rd at 4:00. Galena will set up in the meeting room for those that do not want to travel to Blue Eye. No further discussion.

Reeds Spring Holds Locker

Mr. Swenty informed WPA building has sold. No further discussion

Outreach

Pam Woods and Rebecca Payne were able to represent the library at Teacher-In-Service days at all schools except for Abesville. Ms. Payne reported that Blue Eye was the most receptive. The library will have a booth at 5k charity event sponsored by the Rotary Club and a pancake breakfast sponsored by the Elks Club. Both events are in Kimberling City. No motion needed.

No motion needed on Librarian's Report.

New Business

Ms. Payne asked the board to accept a new PTO policy that included PTO for $\frac{3}{4}$ time employees. Mr. Scott and Ms. Evans verified that the new policy does not cover an absurd amount of unnecessary PTO and were reassured by Ms. Payne that she was eliminating a few seconds to make a bookkeeping and PTO tracking easier. Ms. Grayson made motion to accept new PTO policy. Ms. Evans seconded it. All in favor. **Motion carried.**

Ms. Payne asked the board to adopt a new policy regarding travel. The policy is modeled after Daniel Boone Library, which based their policy off the Federal per diem policy. The board was concerned about staff taking advantage and after much discussion, Ms. Payne will clarify what is covered in the expenses up to a 75% cap. Ms. Grayson made the motion to accept the Travel Meals and Incidentals Policy with revisions in place. Mr. Swenty seconded it. All in favor. **Motion carried.**

Ms. Payne asked the board to transfer the budgeted amount of \$20,000 set aside for tuck pointing at Crane to take care of HVAC issues in Galena before winter, citing having issues all summer long. Mr. Scott asked for Ms. Payne to check into installing a ground source geothermal heat pump. Ms. Evans said there are some very good rebates by going that route. Ms. Grayson made motion made to differ tuck point funds allotted for 2021 to replace HVAC needs in Galena. Ms. Evans seconded it. All in favor. **Motion carried.**

Next regular meeting: October 21st, 2021 at 1:00 pm.

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

Respectfully,

Rebecca Payne, Director