Independence Public Library Board of Trustees Minutes

Wednesday, November 21, 2018

I. Call the Regular Meeting to Order: The regular meeting of the library board was called to order by Chairman Carolyn Torrance at 5:20 p.m.

Trustees attending: Michelle Anderson, Tom Richardson, Tom Sewell, Jana Shaver and Carolyn Torrance.

Also attending: Library Director Jeri Hopkins and John Long.

1. **Adoption of Agenda:** Sewell moved to accept the agenda as amended to add Item 4: Resolution recommended by auditors. Richardson seconded. Motion carried.
2. **Approval of the Minutes: M**inutes of the October meeting were approved as distributed.

II. Consent Agenda :

The consent agenda for the month of November was adopted as presented. Total expenses for bills and payroll for the month of October were $51,741.30.

III. Old Business:

1. School Bus: Jeri, Jana, Betsy and Gloria met with USD 446 Superintendent, Rusty Arnold. Supt. Arnold said the district will consider the libraries' request to have a bus stop at the library after school for next year.

IV. New Business:

1. Vacation: Spring and Thanksgiving- Torrance proposed adding vacation days for the staff. This would require closing the library for additional days. After discussion, it was decided to table this item until the next meeting so that board members would have more time to consider the proposal.

2. Staff Development Days: Add 1 (from 3-4)-After discussion. Richardson moved to add an additional day for staff development with the date being at the discretion of the library director. Sewell seconded. Motion carried.

3. Internet Policy: Hopkins reviewed the changes needed to reach compliance with Kansas statute. Richardson moved to adopt the revised internet use policy. Anderson seconded Motion carried.

4. Resolution recommended by auditors: Hopkins reviewed resolution 2018-2 which waives the requirements of K.S.A. 75-1120a(a) as they apply to the library for the years 2017 and 2018. Sewell moved to adopt resolution 2018-2. Richardson seconded. Motion carried.

V. Staff Reports:

1. Hopkins reviewed the new Public Services Monthly Report which shows data for library traffic, circulation and attendance at classes and events in graph form.

2. Hopkins has been working on the budget for next year. It includes a $30,000 cut and a 2% raise.

VI. Upcoming Advocacy Events

Dec. 7-Annual Holiday Festival

Dec. 11-Friends Holiday Sing-a-long

Jan. 8-Library Open House

VII. Comments from Members of the Board: Torrance thanked the staff for the program presented to a local club.

VIII. Adjournment:

Meeting adjourned at 6:05

Jana Shaver, Secretary **Date of Approval: _____**