

Independence Public Library Board of Trustees Minutes

Wednesday, June 19, 2019

- I. **Call the 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 Sewell, Tom Richardson, Jana Shaver and Carolyn Torrance.
Also attending: Library Director Jeri Hopkins and John Long
 1. **Adoption of Agenda:** Sewell moved to accept the agenda. Richardson seconded. Motion carried.
 2. **Approval of the Minutes:** Minutes of the May 15 regular meeting were approved as distributed.
- II. **Consent Agenda:** The consent agenda for the June 19, 2019 meeting was adopted as presented. Total expenses for bills and payroll for the month of May were \$49,961.113.
- III. **Old Business:**
 1. 2018 financial statements and activities report-Hopkins reported a net income of \$167,279.98 and a budget of \$123,000. She presented the 2018 Activity Report. Highlights included creation of a 10 year facilities plan, holding a board retreat, starting the Montgomery County Grant Writers group, and hiring of our first intern.
 2. Director's Evaluation-Hopkins reminded board members to turn in their evaluation to John Long by next Wednesday. She reviewed her Individual Development Plan for last year and summarized her goals for the next year.
 3. Update from public comments from previous board meeting-no board members had received further comments.
- IV. **New Business:**
 1. Resolution of Governing Body Adopting and Providing Standards for Procurement, Bidding and Contract Awards-Hopkins explained that the USDA Rural Development grant requires that we adopt this resolution. Sewell moved and Anderson seconded a motion to adopt the resolution (2019-3). Motion carried.
 2. Audit-Sewell provided an overview of the audit. The library received an unmodified opinion which is positive.
 3. Annual election of officers-Sewell moved and Richardson seconded a motion to retain the current officers: Torrance as President, Richardson as Vice President, Shaver as Secretary and Sewell as Treasurer. Motion carried.
- V. **Staff Reports:**

Hopkins reviewed the three page staff report which included 25 activities undertaken in May. Highlights included: *Hopkins collaborated with 4 other library directors to write a Kansas Leadership Center grant application.* Completed writing the USDA Rural Development Grant application for \$20,800.* Organized a Toastmasters Club.* Distributed over 400 books to 1-6th graders in public and private schools through the Reading is Fundamental Program. The project was funded by Soroptimist, Optimist, Lions Club and Friends of the Library. Summer Reading Kick-off was successful with 175 in attendance.
- VI. **Comments from Members of the Board-None**
- VII. **Adjournment**

Meeting adjourned at 6:25 p.m. The next regular meeting will be on July, 2019 at 5:15.
Jana Shaver, Secretary **Date of Approval:** _____

