

Independence Public Library Board of Trustees Minutes

Wednesday, July 17, 2019

- I. **Call the Meeting to Order:** The regular meeting of the library board was called to order by Chairman Carolyn Torrance at 5:15 p.m.
Trustees attending: Michelle Anderson, Tom Sewell, Tom Richardson, Jana Shaver and Carolyn Torrance.
Also attending: Melissa Small, 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 June 19 regular meeting were approved as distributed.
- II. **Consent Agenda:** The consent agenda was adopted as presented. Total expenses for bills and payroll for the month of June were \$56,317.41.
- III. **Old Business:**
 1. Director's Development Plan-Hopkins discussed her development plan which included: 1. Implement Open Access. This goal is taking longer than expected as the company has a new representative. 2. Complete Children's Remodel. Progress is being made. 3. Update Grounds. This goal may be delayed due to limited resources.
 2. Suspension Policy and Procedure-Hopkins reported that recent events have led to the need for a more strict category. She recommended adding "permanent expulsion" to the policy. Sewell moved and Richardson seconded the motion to add this category to the policy. Motion carried.
 3. Open Access Policy-Hopkins recommended adding a policy regarding open access. Anderson moved to add this policy. Sewell seconded. Motion carried.
 4. Kansas Open Records Policy-Hopkins recommended revising the fee structure for open records requests. Sewell moved and Anderson seconded the motion. Motion carried.
 5. City Budget Hearing Update. Hopkins reported that Sewell had presented the budget request to the City Commission. There were no questions.
- IV. **New Business:**
 1. Sick Leave Policy-Hopkins presented an outline for a proposed sick leave pool. After discussion, Anderson moved to adopt the proposal. Sewell seconded. Motion carried.
 2. Bereavement Leave Policy-Hopkins requested adding additional categories to "immediate family" to include domestic partner, ward, and guardian. Sewell moved to approve this change. Richardson seconded. Motion carried.
- V. **Staff Reports:**

Hopkins reported that the USDA Rural Development Grant application has been sent. If funded, our library will receive 35% of the grant or \$7,200. The "Escape Room" activity was well received. Becky is doing a program on summer reading at the Westminster Woods meeting. Since the kick-off of the summer reading program, 197 children have registered. Leaders of the Toastmasters group have received training.
- VI. **Upcoming Advocacy Events**

Toastmasters: Aug. 7 @ 12 noon; Aug. 21 @ 12 noon
Friends "Meet Me In" Aug. 13@5:15 p.m.

VII. Comments from Members of the Board- None

VIII. Adjournment

Meeting adjourned a 6:09 p.m. The next regular meeting will be on August 21 at 5:15.

Jana Shaver, Secretary

Date of Approval: _____