

Webb City Public Library
Minutes of the Board of Trustees
August 15, 2017

The Webb City Public Library Board of Trustees met on August 15, 2017 at 7:15 p.m., in the Third Floor Meeting Room. Members Present: Bruce Waggoner, Lucinda Copeland, Sharon Barton, Cathy Hall, Lisa Martin, George Thullesen, Carolyn McGowan, Jake Johnson WCPL Director. Absent: Jim Latimer and Don Freeman. President Waggoner called the meeting to order.

Minutes of the June 20th meeting were approved, with corrections, on a motion by Sharon and a second by Cathy. A corrected June copy will be provided with the next meeting documents. The financial reports for June, July and August were approved on a motion from Lucinda and a second from Lisa. The motion carried unanimously.

Committee Reports

President Waggoner presented a Lease Consent Agreement for the WCPL to provide space within the library to house the WCAGS. After discussion, the following was changed under the section of WCAGS agreements to include 1) *to provide staffing for the genealogy room for a minimum of 4 hours per library business day; and 2) to maintain separate books and ledgers, accounting to the Library annually for the monies received and expenses incurred by the Society relating to or as a result of the use of the Genealogy Materials.* A vote was held to approve the Lease Consent Agreement with Lucinda abstaining and all other members voting yes. Bruce will take the Lease Consent Agreement to the next WCAGS meeting for review and input from the society.

Personnel - Sharon presented the report of the Personnel Committee on their six month evaluation of Jacob Johnson as Director of the Webb City Public Library and the Committee's recommendation to set his new salary at \$30,000 annually (an increase of \$4,000 per year). The Committee members feel Jake is doing an outstanding job as Director. Carolyn moved to accept the recommendation of the committee to raise the salary to \$30,000. George seconded and the motion carried unanimously.

Old Business:

Amend By-laws to adopt conflict of interest OR adopt Roberts Rules of Order - Carolyn moved to table action until the September meeting. Lisa seconded. The motion carried unanimously.

New Business:

Jake presented and reviewed with the board the preliminary budget FY 2018. Jake requested that the three senior full time employees, all over 10 years with the library, be raised 50 cents an hour. Lucinda moved to accept Jakes recommendation of an increase of 50 cents an hour for the three senior full time staff. George seconded. The motion carried unanimously. Carolyn moved to approve the preliminary budget FY 2018. Sharon seconded and the motion carried unanimously.

Directors Report:

Jake reported that both circulation and computer usage were up at the library. Jake requested that the Board meet on October 31st to amend the FY17 Budget. The Board agreed to meet on October 31st at noon to approve the FY17 Budget for submission.

The next regular Library Board meeting will be September 17th at 7:15 p.m. There being no further business to come before the board, President Waggoner adjourned the meeting.

Bruce Waggoner, President

Lucinda Copeland, Secretary