

Webb City Public Library
Minutes of the Board of Trustees
November 28, 2017

The Webb City Public Library Board of Trustees met on November 28, 2017 at 7:15 p.m., in the Third Floor Meeting Room. Members Present: Bruce Waggoner, Lucinda Copeland, Sharon Barton, Cathy Hall, George Thullesen, Carolyn McGowan, Jim Latimer, Don Freeman and Jake Johnson WCPL Director. Absent: Lisa Martin. President Waggoner called the meeting to order.

George Thullesen moved to approve the Consent Agenda consisting of the Minutes and Financial Reports. Carolyn McGowan seconded and the motion carried.

Old Business:

WCPL/WCAGS lease agreement – Yvonne Dixon, vice-president of the WCAGS presented a counter lease agreement from the WCAGS requesting a \$1.00 for 10 years. Carolyn moved to accept our original lease agreement with a \$1.00 a year fee. The motion died for a lack of a second. Jim Latimer moved that the WCAGS pay \$100.00 a year. Don Freeman seconded and the motion carried with 7 yes and 1 abstention. (copies attached).

Trane – Jim Latimer moved and Don Freeman seconded a motion to move forward with Trane for the compressor. The bid on replacement and repair is \$7,839.00.

Directors Report:

Jake reported State approval of the Missouri Public Library report for 2017.

There being no further business to come before the board, President Waggoner adjourned the meeting.

Bruce Waggoner, President

Lucinda Copeland, Secretary

Lease Consent Agreement

The Webb City Public Library agrees to provide space within the library to house the Webb City Area Genealogical Society. We recognize that the Genealogical Society provides an important service for the public in collecting and disseminating information to aid in genealogical research in general and to provide information about local family histories and Webb City history in particular.

In order to ensure that this arrangement is mutually beneficial to the Library and to the Genealogical Society it is important to recognize that both parties have certain rights and responsibilities.

The Webb City Public Library agrees:

- to lease space, as currently located on the 3rd floor (2 east rooms, hallway walls, 3rd floor bathroom, storage closet, and the long walls of the Board Room), to house the genealogical collection for the mutually agreed to amount of \$100 per year plus \$60 a month phone service to both be reviewed on an annual basis. The annual review of yearly charge will be based on the annual financial report provided by Genealogical Society as required below.
- to insure the genealogical collection against loss
- to promote use of the genealogical collection and membership in the Genealogical Society

The Webb City Area Genealogical Society agrees:

- to provide staffing for the genealogy room for a minimum of 4 hours per library business day
- to purchase, manage and maintain the genealogical collection
- to not bring in any items that may pose a danger to the building, staff, or patrons
- to purchase and maintain equipment used in the genealogy room
- to purchase whatever office supplies are used by the society
- to promote use of the library and to participate when appropriate in library sponsored events
- to maintain separate books and ledgers, accounting to the Library annually for all monies received and expenses incurred by the Society relating to or as a result of the use of the Genealogy Materials to enable the Library Board to fairly review the annual charge to the Genealogy Society.

Control of Materials

The Library agrees that materials purchased by or donated to the genealogical society are the properties of the Genealogical Society and are under their control with the stipulation that the society shall not dispose of materials without the knowledge of the Library.

If the genealogical society should dissolve, should find itself unable to staff the genealogy room, or should decide to relocate to another facility, all materials and equipment belonging to the Genealogical Society shall remain the property of the Genealogical Society, to manage, preserve or dispose of as the Genealogical Society chooses.

If the library should request that the Genealogical Society find space outside of the Library for its collection, those materials and equipment purchased by or donated to the Genealogical Society shall remain the property of the Genealogical Society.

Director, Webb City Public Library

Date _____

President, Webb City Area Genealogical Society

Date _____