

Webb City Public Library

Office of the Librarian

Webb City, Missouri

CITY OF WEBB CITY, MISSOURI

Minutes of the Library Board of Trustees

Date meeting held: Jan. 11, 1983
Time of meeting: 5:15
Place of meeting: Webb City Public Library

Members Present: Mr. Emmett Hughes, President, Mrs. Louise Goade, Mr. Harry Easley, Mrs. Helen Myers, Mrs. Marti Pittman, Mrs. Shirley Campbell, librarian.

Members Absent: Mrs. Sara Starkey, Mr. Sam Peek, Mr. Jay Vineyard, Mr. John Tiede.

Minutes

The meeting was called to order by the President.

Secretary's Report: The minutes of the December, 1982, meeting were approved. The Board approved payment of the January bills.

Committee Reports: Building and Grounds Committee: Mr. Easley reported that Mr. Gibson had changed his plans for the hand-rails in the front of the library (\$142.50); he believes he cannot do this at this price. Max Chappel has submitted a bid for the same work for (\$242.50). The Board moved to do this.

Finance Committee: No Report

Personnel Committee: No Report

Public Relations: No Report

Promotions: No Report

Book Committee: Mrs. Goade reported that we recently met with Mrs. Campbell, 37 new books were selected.

Old Business: The Board discussed the list of janitorial duties submitted at the last meeting.

New Business: Mr. Hughes read the letter of resignation from the Bramletts who are resigning as maintenance people. The Board moved to authorize John Tiede to inquire about replacing the Bramletts. The Kents will do the janitorial work on a temporary basis until a final choice is made.

The Board adjourned at 5:55 p.m.
Date of next meeting: February 8, 1983.
Time: 5:15 p.m.

Cummett E. Hughes
President

Lara Starkey
Secretary

Webb City Public Library

Office of the Librarian

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CITY OF WEBB CITY, MISSOURI

Minutes of the Library Board of Trustees

Date meeting held: Feb. 8, 1983
Time of meeting: 5:15
Place of meeting: Webb City Public Library

Members Present: Mr. Emmet Hughes, President, Mrs. Louise Goade, Mrs. Helen Myers, Sara Starkey, Mrs. Shirley Campbell, librarian.

Members Absent: Mr. Sam Peek, Mrs. Marti Pittman, Mr. Harry Easley, and Mr. Jay Vineyard.

Minutes

The meeting was called to order by the President.

Secretary's Report The minutes of the January 1982, meeting were approved. The Board also approved payment of the February bills.

Committee Reports Building and Grounds Committee: Mr. George Schmid's bill for repairing chairs was presented. Labor and material for forty-four chairs was \$440.00. A motion was made to pay the bill but to send a letter stating that the board was not completely happy with the finish on the chairs.

Finance Committee: No Report

Personnel Committee: No Report

Public Relations: No Report

Promotions: No Report

Book Committee: The committee is planning to meet 5:30 on February 8th to review books on Junior High level.

Old Business John Tiede reported no applications for janitor's position. He was instructed as chairman of personnel to place an ad in the local paper and use an application form for the prospective employee. The next month the board will review the applicants.

New Business

Loose shingles from the roof have been seen on the ground. Mr. Hughes reported he will get a roofing contractor to look at the roof.

Meeting adjourned at 5:55 p.m.

Date of next meeting: March 8, 1983

Time: 5:15 p.m.

Louise Gosde V.P.
President

Marti Pittman
Secretary

Webb City Public Library

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CITY OF WEBB CITY, MISSOURI

Minutes of the Library Board of Trustees

Date meeting held: March 8, 1983
Time of meeting: 5:15
Place of meeting: Webb City Public Library

Members Present: Mrs. Louise Goade, Mr. Sam Peek, Mrs. Helen Myers, Mr. John Tiede, Mrs. Marti Pittman, Shirley Campbell, librarian, Mr. Jay Vineyard.

Members Absent: Mr. Harry Easley, Mrs. Sara Starkey, Mr. Emmett Hughes.

MINUTES

Secretary's Report The meeting was called to order by Mrs. Goade. The minutes of the February, 1983, meeting were approved. The bills for March, 1983, were approved.

Committee Reports Building and Grounds Committee: Mrs. Goade reported that a Mr. Baker checked out the roof and stated that the roof does need some minor repairs. He bid the job at \$100. The board moved to have the necessary work done.

The Board discussed whether or not to renew our maintenance contract with Ozark Nursery which expires in April. Mrs. Myers, Mr. Hughes and Mr. Easley will investigate the various nurseries and their service contracts.

Personnel Committee: Mr. Tiede reported that the personnel committee had met and recommended four applicants for consideration in filling the janitorial job. The board moved to hire Jack Henderson.

Mr. Tiede reported on the present sick-leave policy which is 3 days sick leave per year with no accumulation. The board moved to let this sick leave accumulate to a maximum of fifteen days.

The Board also moved to change the vacation policy to three weeks vacation after ten years of employment.

The Board moved to increase the librarian's salary to \$450 a month.

Public Relations: No Report

Promotions: No Report

Book Committee: The committee met with a representative of the Mumford Company and ordered 28 books.

New Business

Mrs. Campbell reported that a book sale is being planned for June.

Meeting adjourned at 5:55
Date of next meeting: April 12, 1983
Time: 5:15

Ernest E. Hughes
President

Marti Pittman
Secretary

Webb City Public Library

Office of the Librarian

Webb City, Missouri

Minutes of the Library Board of Trustees

Date meeting held: April 12, 1983
Time of meeting: 5:15
Place of meeting: Webb City Public Library

Members present: Mr. Emmett Hughes, Mrs. Helen Myers, Mr. John Tiede, Mrs. Louise Gøøde, Mrs. Marti Pittman, Mrs. Shirley Campbell, librarian, Mr. Sam Peek.

Members absent: Mrs. Sara Starkey, Mr. Jay Vineyard.

MINUTES

Secretary's Report The meeting was called to order by Mr. Hughes. The minutes of the March meeting were approved. The bills for April, 1983, were approved.

Committee Reports Building and Grounds Committee: Mrs. Myers reported on a discussion she had with Ozark Nursery. Mr. Hughes requested that Ozark Nursery come and take a PH analysis of our lawn.

Helen Myers was appointed to chair the Building and Grounds Committee to replace Harry Easley.

Mrs. Campbell reported that a high school art class will be coming to paint a fluorescent bookworm on the bookdrop.

Finance Committee: Mr. Peek reported that the library has received \$11,000 this month.

Mrs. Campbell reported that today the library had received a check for \$2,830.25, our share of the revenue sharing funds.

Mr. Peek advised that we invest \$10,000 in a six-month certificate of deposit.

Personnel Committee: None

Public Relations: None

Book Committee: Mr. Hughes reported that a recent copy of Show Me Libraries discussed how Polaroid was making cameras available for library use.

The availability of low-cost government pamphlets over a variety of topics also was discussed.

Librarian's Report

Shirley Campbell reported that Mr. Henderson had made a suggestion box and three new bookholders. The Board moved to reimburse him for his expenses in building these items (\$25).

New Business

The Board discussed the funeral spray sent for Harry Easley. Mr. Hughes reported that his knowledge, concern and service to the library will be missed. The Board moved to send a special letter to Mrs. Easley. Mrs. Goade was asked to write the letter.

Mrs. Campbell reported that our bookkeeper, Georgia Potter, would like us to find a replacement. Mrs. Campbell will check into this.

This Board moved to hire Max Chappel to place iron railings near the back steps.

The Board moved to contact Pittsburg Plate Glass to check our library door as a pane of leaded glass is loose.

Mr. Hughes urged all Board members to attend next month's meeting to discuss a major construction policy that might be available from government funds.

Meeting adjourned at 6:15

Date of next meeting May 10, 1983

Time 5:15


Emmett E. Hughes
President

Secretary

Webb City Public Library

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Webb City, Missouri

Minutes of the Library Board of Trustees

Date meeting held: May 12, 1983
Time of meeting: 5:15
Place of meeting: Webb City Public Library

Members present: Mr. Emmett Hughes, Mrs. Louise Goade, Mr. John Tiede, Mrs. Helen Myers, Mr. Jay Vineyard, Mrs. Sara Starkey, Mrs. Marti Pittman, Shirley Campbell, librarian, Mr. Sam Peek.

Members absent: None

MINUTES

Secretary's Report The meeting was called to order by Mr. Hughes. The minutes of the April meeting were approved. The bills for May, 1983, were approved.

Committee Reports Building and Grounds Committee: Mrs. Goade had no report. Mrs. Campbell reported on the two maintenance bids from two nurseries, Ozark and The Botary Shop. The Board moved to have Mrs. Goade decide on which contract to accept, after further investigation of the bids.

Finance Committee: Mr. Peek reported a balance of \$13,935.86. \$10,000 was reinvested in a six month certificate of deposit.

Personnel Committee: Mr. Tiede reported on the two applications received for the job of part-time bookkeeper to replace Georgia Potter. The Board moved to hire Dixie Pryor for \$30.00 a month.

Public Relations: Mrs. Myers reported on a letter sent requesting facilities for the handicapped at the library.

Book Committee: No report

Old Business

The Board discussed building an elevator for the handicapped. The possibility of receiving federal or state aid was discussed. Mr. Hughes wondered if the voters of the city would need to approve an increase in the tax levy to do so.

The Board moved to have Shirley Campbell write a letter to the newspapers to see if the residents of our area believe this is something that needs to be done for the handicapped.

Mrs. Campbell reported that she had written a letter to Polaroid about their free camera program for public libraries.

