

Webb City Public Library

CORNER FIRST & LIBERTY
WEBB CITY, MISSOURI 64870

Minutes of the Library Board of Trustees

Date Meeting Held: January 14, 1986
Time of Meeting: 5:15 p.m.
Place of Meeting: Webb City Public Library

Members Present: Marti Pittman, president, Marjorie Auld, Margaret Cummings, Eileen Nichols, Sara Starkey, Shirley Campbell, librarian.

Members Absent: Helen Myers, Wayne Leake, Emmett Hughes.

The minutes of the december 17, 1985, meeting were approved. The bills for January 1986, were approved and will be paid. Treasurer's Report stated money in balance \$4,539.49.

Committee Reports: Building and Grounds: Eileen Nichols, chairman, reported hearing from Chicago Museum of Art about the architect for our library. His name was Grant Clark Miller of Patton and Miller. The Company had done approximately 50 libraries before the Webb City's Carnegie Library was started.

Buildings were from Muskogee, Oklahoma of E.S. Cosby Construction. This is being done to trace the blue prints so that a feasible plan of addition to the building could be made. The state is beginning to pick upon Federal regulation so need to continue plans for handicap access.

Book Committee: Books continue to move well in Juvenile Junior High level. Of the 97 copies of our new paperbacks, only 20 are presently in rack. New books ordered for adults are taken as soon as on shelf.

Old Business: Bookcases will be purchased as soon as Shirley has time to check on prices. This subject will be brought up at a later date.

New Business: Circulation is up from early december. The increase in circulation was seen in the first weeks of January. Shirley announced that an I.R.S. member will be here at the library on February 4th for the public and available for assistance to anyone who needs this help. The time will be from 5:00-8:30 p.m.

Meeting Adjourned: 5:55 p.m.
Date of Next Meeting: Feb. 11, 1986
Place of Meeting: Webb City Public Library
Time of Meeting: 5:15 p.m.

Marti Pittman
President

Sara Starkey
Secretary

Webb City Public Library

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Minutes of the Library Board of Trustees

Date Meeting Held: February 11, 1986
Time of Meeting: 5:15 p.m.
Place of Meeting: Webb City Public Library

Members Present: Marti Pittman, president, Marjorie Aul, Steve Benjamin, Helen Myers, Eileen Nichols, Sara Starkey, Shirley Campbell, librarian.

Members Absent: Wayne Leake, Emmett Hughes, Margaret Cummings.

The minutes of the Jan. 14, 1986, meeting were approved. The bills for February 1986 were approved and will be paid. Helen Myers made the motion and it was seconded and approved. Treasurer's Report states money in balance was \$25,559.25. A motion was made and approved to place \$10,000 in C.D.'s for six months.

Committee Reports: Building and Grounds: Eileen Nichols, chairman, suggested to the board that we make recommendations to the architect about what entrance we feel would be feasible for the handicap entrance. It was suggested that the basement be used as a second library and put a ramp from the parking lot entrance for the handicapped. Steve Benjamin and Eileen Nichols measure back entrance and stair well.

Shirley presented a brochure on a chair-lift and each one examined it. This a possibility we will pursue also. Next meeting, in March, Eileen and Steve will present their ideas for the outside ramp.

Book Committee: No report.

Personnel Committee: No report.

Public Relations: An I.R.S. representative was present in the library to assist people with their taxes one evening last week.

A Valentine contest for children is presently on display in the reading center. It is for children from the age of 0-14 years. A sticker will be received for putting a valentine in the box. The prize for the winning one will be a little stuffed bear.

Old Business: Shirley reported checking on book cases and filing cabinets. She was given permission to purchase a filing cabinet and to check with Jeff's Custom Cabinets for construction of shelves.

New Business: Suggestions have been given to the library to place han-

rails on the flat area between the two stair sections of the library. Patrons have a problem here when icy.

Also a suggestion to move the drop box near the drive for more convenience. These suggestions will be taken up at the next meeting.

Meeting Adjourns:
Date of Next Meeting:
Place of Meeting:
Time of Meeting:

6:15 p.m.
March 11, 1986
Webb City Public Lib.
5:15 p.m.

Sam Starkey
President

Margaret Cull
Secretary

Webb City Public Library

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WEBB CITY, MISSOURI 64870

Minutes of the Library Board of Trustees

Date Meeting Held: March 11, 1986
Time of Meeting: 5:15 p.m.
Place of Meeting: Webb City Public Library

Members Present: George Spaeth, Steve Benjamin, Emmett Hughes, Sara Starkey, Marjorie Aul, Margaret Cummings, Librarian Shirley Campbell.

Members Absent: Marti Pittman, Helen Myers.

The minutes of the Feb. 11 meeting were approved.
The bills for March were approved to be paid.

Committee Reports:

Building and Grounds: Eileen Nichols, Steve Benjamin and Shirley Campbell met with a representative of Hicks-Ashby Stair Lift on March 6. This chair lift would go up the front stairs from the basement. It is constructed to go around corners. The lift platform is 28" wide and 35" long. We were all impressed with the plan. The cost of the chair alone is \$8,000.00. This does not include installation or piping.

The plan for our handicapped access must be in City Hall by June 1st. Eileen and Steve will go to Carthage to look at a similar lift in Carthage High School. We should have a cost estimate by the next board meeting.

Old Business:

A filing cabinet was purchased at Gilbert's for \$189.00.

We decided we need a board rail on the flat area between the two sets of stairs at the front entrance. It was moved and seconded that we have Max Chapel install these. The iron rails should run about \$2.00 per foot.

We will not move the book drop box as brought up in a former meeting.

We are still waiting for information on a bookcase for our paperback books. Mr. Hughes will talk to Kenny Kneeland about a bid and bids will be brought to the next meeting.

New Business:

It was decided we need a large sign, readable from the street with the library's hours on it. Mr. Hughes will take care of this.

Public Libraries of Missouri (PLM) will hold a conference in St. Louis on Apr. 3, 4, & 5. The spotlight will be on small and rural libraries. It was moved, seconded and voted pro to pay Shirley Campbell's expenses to this conference.

The Treasurer's Report was accepted and approved. Our high gas bills for the past three months were discussed. Shirley will pull the gas bills for the past two years so we can make a comparison.

The budget for 1986 was approved. It is apparent we need to cut some expenses and find an additional source of revenue. A suggestion was made to raise the fines on overdue books and to put a limit on the overdue fines. No action was taken on this suggestion.

Wayne Leake sent his resignation from the Library Board to the City Council.

The meeting adjourned at 6:20 p.m.
Date of Next Meeting: April 8, 1986
Place of Meeting: Webb City Public Library
Time of Meeting: 5:15 p.m.

Marti Pittman
President

Margaret Cummings
Secretary

Webb City Public Library

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Minutes of the Library Board of Trustees

Date Meeting Held: April 8, 1986
Time of Meeting: 5:15 p.m.
Place of Meeting: Webb City Public Library

Members Present: Emmett Hughes, Sara Starkey, George Spaeth, Marjorie Auld, Eileen Nichols, Steve Benjamin, Marti Pittman, Helen Myers, Margaret Cummings, Librarian, Shirley Campbell.

Members Absent: None.

The minutes of the March 11th meeting were approved. The bills for April were approved to be paid. The Treasurer's report was accepted and approved.

Committee Reports: Building and Grounds: An extensive report, regarding the Garavanta Wheelchair Lift including the insurance coverage was given by the Building and Grounds Committee as covered by the copy of a letter mailed to each trustee.

After considerable discussion and with the probability of Federal Revenue Sharing funds being cut off and the potential loss of an estimated \$5,000.00 in tax revenues it was decided to get an architect's report on installation of ramps downstairs making more downstairs facilities available. Any unused revenue sharing funds will be returned to the City. Any necessary requirements as to hours - attendant and available books will be worked out later. Mr. Hughes moved, Mrs. Auld seconded that such details be presented by Building Committee. Sara Starkey, Helen Myers and Marjorie Auld appointed to work out Committee appointments.

Old Business: Max Chapel has not yet installed the iron rail - has been too busy.

The Gas Company made no adjustment on the gas bills.

New Business: Mr. Kenry Kneeland is to build an oak bookcase and finish it at a cost of \$450 total.

The Librarian presented an expense of \$115.10 for her attendance in St. Louis which was authorized.

The Botany Nurseries on motion of Sara Starkey and seconded by Marjorie Auld was given a contract for ground care at an annual cost of \$269.82 plus \$50.00 for trim- motion carried.

Mr. George Spaeth, for the Webb City Bank donated 4 easels.

Marjorie Auld moved and and Helen Myers seconded that a new State and National flag be purchased motion carried.

Meeting Adjourned:	6:20 p.m.
Date of Next Meeting:	May 13, 1986
Place of Meeting:	Webb City Public Library
Time of Meeting:	5:15 p.m.

Marti Pittman
President

Margaret Cummings
Secretary

Webb City Public Library

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Minutes of the Library Board of Trustees

Date Meeting Held: May 13, 1986
Time of Meeting: 5:15 p.m.
Place of Meeting: Webb City Public Library

Members Present: Emmett Hughes, Eileen Nichols, Helen Myers, Margaret Cummings, Marti Pittman, Marjorie Auld, Steve Benjamin, George Spaeth, Librarian Shirley Campbell.

Members Absent: Sara Starkey

The minutes of the April 8 meeting were approved. The bills for May by Helen Myers were approved to be paid. The Treasurer's report was filed for audit and the fiscal report received. The secretary was instructed to write a "thank you" note to Mr. George Spaeth and the Webb City Bank for the easels. Eileen Nichols resigned as trustee since she was appointed to the Park Board.

Committee Reports: Building and Grounds: Eileen Nichols reported on proposal of Allgeier, Martin and Associates, Inc. Emmett Hughes moved, seconded by Steve Benjamin, that they be hired according to the terms set out in their proposal with reservations.

Eileen moved, seconded by Marjorie Auld that Max Chapel be hired to alter front drain from building.

Committee to Name Committees: No report. President Marti Pittman will name them.

The Librarian reported that the library will have the use of an 18 year old boy this summer. His wages will be paid by the Economic Security Corp.

Steve Benjamin moved, seconded by Emmett Hughes, to accept a maintenance proposal of the copy machine offered by Dan Darby, the lesser of two bids offered.

The Librarian reported that Children's Hour is to begin Tuesday, June 17th. The annual Book Sale will be held Saturday, June 7th.

The meeting adjourned at: 6:15 p.m.
Date of Next Meeting: June 10, 1986
Place of Meeting: Webb City Public Library
Time of Meeting: 5:15 p.m.

Marti Pittman

President

M. Cummings

Secretary

