

ORG.

Webb City Public Library

CORNER FIRST & LIBERTY
WEBB CITY, MISSOURI 64870

Date of Meeting: January 18, 1994

No quorum.

Next meeting is February 15, 1994, 5:15 p.m.



President



Secretary

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Webb City Public Library

CORNER FIRST & LIBERTY
WEBB CITY, MISSOURI 64870

Date of Meeting: February 15, 1994
Time: 5:15 p.m.
Place: Webb City Public Library
Members Present: Connie Hiser, Steve Benjamin, Bill Chapman, Jennifer James, Dorothy Glover, Nancy Spaeth, Becky Walker, Shirley Campbell, librarian.

Call to order by President Hiser.

December minutes were approved on motion by Glover, second by Chapman.

The December treasurer's report was approved on motion by Chapman, second by Walker.

The January treasurer's report was approved on motion by Chapman, second by James.

January and February disbursements were approved on motion by Walker, second by Glover.

Committee Reports: Building and Grounds: There is a new custodian, Richard Mahurin. Mr. Mahurin will work approximately two hours per day.

Finance: Bill reported that the budget remains on track. The library received payment of \$43,977 from the city for a total of \$57,366 received from city this fiscal year. He will meet with CPA regarding changes suggested in audit report.

Personnel: Shirley requested a meeting with Jennifer.

Public Relations: Nancy Spaeth passed out "Topics for P.R. Articles in Paper." Spaeth will contact Bob Foos regarding newspaper articles promoting the library. Spaeth will call for meeting of public relations committee and will report on P.R. progress at the March meeting.

Old Business: Sunshine law requires all meetings be posted 24 hours in advance. Also, library committee business conducted by phone is not in compliance with the Sunshine law.

New Business:

Library Audit: Letter from CPA was read to the board by Connie Hiser. Contract for \$1,100 with Myers, Baker, Rife and Denham is up for renewal. The three year contract was approved on motion by Chapman, second by Walker.


Board Consensus: On motion by Walker second by Spaeth, personnel evaluations will be at the discretion of Shirley Campbell. A salary increase of 3% for Shirley Campbell and Lucille Kent, which was approved in the budget for 1994 will be paid retroactive to November. Judy Dunn's 3% increase will be in April.

The Webb City Library Board greatly appreciates the donation of children's books, and the color coding by the Friends of the Library. A note of thanks has been sent to the Friends of the Library.

Librarian's Report: March first there will be a rate increase in health insurance.

The meeting was adjourned at 6:35 p.m. The next meeting will be March 15, 1994.


Vice President


Secretary

Webb City Public Library

CORNER FIRST & LIBERTY
WEBB CITY, MISSOURI 64870

Date of Meeting: March 15, 1994
Time: 5:15 p.m.
Place: Webb City Public Library
Members Present: No Quorum. Next meeting is April 19, 1994.

Nancy H. Spaeth
Vice President

Quayle James
Secretary

Webb City Public Library

CORNER FIRST & LIBERTY
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Date of Meeting: April 19, 1994
 Time: 5:30 p.m.
 Place: Webb City Public Library
 Members Present: Nancy Spaeth, Dorothy Glover, Bill Chapman, Dan Crutcher,
 Jennifer James, Shirley Campbell, librarian.

Nancy Spaeth served as president and called the meeting to order.

February minutes were read and approved as amended.

February treasurer's report was read and approved. Motion was made, seconded, and approved.

March treasurer's report was read and approved. MSA

March-April disbursements were read and approved. MSA

Committee Reports: Building and Grounds: Shirley reported water in the basement again. Heath Walker has inspected and the Gas Service Co. will take care of the repair work in the southwest corner. We will need to find a repairman to fix crack in boy's restroom. This will probably also include a sump pump. Shirley will call Structo to come and give an estimate (free).
Finance: Bill said budget is right on track. Library repair and improvements are in good shape.
Personnel: Jennifer reported under new business.
Public Relations: Nancy contacted Bob Foos about public service "information boxes" for the Sentinel. He said he would be able to give us a "box" as often as we'd like. Nancy will call a meeting of her committee this month. Bill suggested keeping track of "traffic" to see how these info ads are helping. Shirley will use a counter before and after the ads and Bill will graph the results.

New Business: Jennifer reported on the "Lagers" Retirement Fund and asked Shirley to have a representative come down to give us information on the fund.
 Dorothy presented a book on the 69th Infantry Division that Ralph White would like to donate to the library as a reference book. He would want publicity. Shirley will take care of it.

Dorothy's study group will donate two genealogy books to the library.

Librarian's Report: Shirley has made arrangements to get 10 free-standing shelves for the children's department donated by B. Dalton Booksellers. She will arrange to move them.

Shirley read a letter from Joplin Public Library. There will be a meeting May 4 (Shirley will attend) about reevaluating their participation in the reciprocal borrowing agreement.

MSSC Library will have a Tele-Seminar on Management ideas for service excellence on May 12. Shirley will attend. Cost is \$29.95.

Shirley reported on the Friends of the Library "What's Cooking in the Library."

The meeting adjourned at 6:30 p.m. The next meeting is May 17.

Constance T. Dixon

Shirley Walker

JR6.

Webb City Public Library

CORNER FIRST & LIBERTY
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Date of Meeting: May 17, 1994
Time: 5:30 p.m.
Place: Webb City Public Library
Members Present: Connie Hiser, Bill Chapman, Dorothy Glover, Nancy Spaeth, Becky Walker, Shirley Campbell, librarian.

President Connie Hiser called the meeting to order.

The April minutes were read and approved with a change from 2 books to 1, given by Dorothy Glover's study group, on motion by Glover, seconded by Walker.

The April treasurer's report was read and approved on motion by Walker, seconded by Chapman. May disbursements were read and approved on motion by Chapman, seconded by Glover.

Building and Grounds: Structo has checked the building with recommendations: dirt to be banked on building, sump pump, angled pipe. The tentative cost of this proposal is \$2,000 to correct leakage. Fred Spille has donated an air conditioner to the library. It will need to be installed. A letter of thanks from the board will be sent.

Personnel: Jennifer James had none.

Public Relations: Nancy Spaeth reported she had completed a line drawing of library for Sentinel and first two articles concerning the library have been turned in to the Sentinel. An article about the book sale will appear in the paper. A total of 16 informational articles will be completed and published in the Sentinel.

Finance: Bill reported the library is on track with same pace on budget. Book purchases are good. A \$15,000 CD is due the end of May. \$580.00 state aid was paid to the library.

Old Business: None.

New Business: Bill Swartz, executive secretary from LAGERS gave a brief description of the program and answered questions. He explained options of membership. Mr. Swartz can meet again with the board for further discussion. We will receive a bill from LAGERS for this presentation. The board will meet again to discuss this plan and determine if the library can afford to join LAGERS.

Librarian's Report: Shirley attended a meeting at the Joplin Public Library and reported that expiration dates are to be on library cards. A letter of complaint was read by President Hiser. Shirley will attend a library meeting in Springfield the end of May. Shirley also reported 20% of Webb City patrons use the Joplin library.

The meeting was adjourned at 7:45 p.m. The next meeting is scheduled for June 21, 1994.


President


Secretary

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Webb City Public Library

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Date of Meeting: June 21, 1994

Time: 5:55 p.m.

Place: Webb City Public Library

Members Present: Connie Hiser, Bill Chapman, Dorothy Glover, Steve Benjamin, Becky Walker, Shirley Campbell, librarian.

Connie Hiser, president, called the meeting to order.

May minutes were read and approved on motion by Benjamin, second by Glover.

May treasurer's report was read and approved on motion by Walker, second by Chapman.

Committee Reports: Finance: Bill reported budget on track. Bill will call Mayor Gant to ask when the new budget should be submitted to city.
Personnel: no report.
Public Relations: no report.
Building and Grounds: Structo will give a written estimate on repairs concerning water leakage. On motion by Benjamin, second by Walker, the board gave Shirley authorization of up to \$2,000 for repairs, without first contacting board.

Old Business: LAGERS: A meeting may be called concerning discussion of budget, if the LAGERS program can be afforded.

New Business: On motion by Walker, second by Benjamin, the board agreed to no meetings in July and August. On motion by Benjamin, second by Glover, the board agreed to a yearly automatic summer hiatus -- July and August.

Connie Hiser read a letter from the Joplin Public Library concerning the creation of a regional library system. Connie Hiser will send letter to Joplin Public Library in response to consolidation.

Librarian's Report: On motion by Benjamin, second by Glover, Shirley was given

authorization to upgrade computer.

The meeting was adjourned at 6:45 p.m. The next meeting is
September 20, 1994, 5:15 p.m.


President


Secretary

Webb City Public Library

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Committee Meeting to Discuss LAGERS

Date of Meeting: July 26, 1994

Time: 5:30 p.m.

Place: Webb City Public Library

Members Present: Connie Hiser, Bill Chapman, Becky Walker, Shirley Campbell, librarian.

LAGERS for library employees was discussed, evaluations are up for Webb City, meaning more tax money available to library. Discussion as to the effect of higher tax levied on library budget, if considering this tax, the library could offer LAGERS for library employees. The payment for LAGERS must be included in the new budget for the library. This budget must be turned in to the city. Shirley will talk with the city about their current LAGERS program and this committee will meet again the last Tuesday in August, August 30, 1994.

Committee meeting dismissed at 6:20 p.m.



Rebecca Walker

Webb City Public Library

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Date of Meeting: August 30, 1994
Time: 5:30 p.m.
Place: Webb City Public Library

Members of Committee Present: Bill Chapman, Connie Hiser, Becky Walker, librarian Shirley Campbell was also present.

This committee's purpose was to make a decision to add the cost of LAGERS to the 1995 budget. Bill presented a projected, tentative budget for the 1995 year. After review and discussion, the conclusion was there would not be enough money to afford LAGERS in the 1995 year. It is the recommendation of this committee that the budget for 1996 be reviewed next year with the intention of adding LAGERS in the 1996 budget. This committee wishes to thank Bill Chapman for the time, effort and work he spent on this budget.

Committee meeting dismissed at 6:10 p.m.



Rebecca Walker

