

Minutes of the Library Board of Trustees

January 24, 2011

Members present: Ron Barton, Carolyn McGowan, Edy Newby, Mike Kirby, David Storm

Members absent: Bob Waters, Scott Boudreaux, Marti Pittman, Myrna Dolence,

Meeting was called to order by President Ron Barton.

Consent agenda was approved on motion by Storm, second by Kirby.

Committee Reports:

Building and Grounds:

In Boudreaux' absence Oliveira gave a report from the Trane representative. Trane now has a different technician working on our system (Tim from Joplin). He reported the exhaust system doesn't meet manufacturer's specifications. Three things are wrong and will need to be replaced before the system will work correctly. Cost is \$5,000 to replace the exhaust system.

The new control system is in and will cost less than quoted. We will get a rebate that should cover the cost.

Boudreaux will ask Brad Baker (president of the Library Foundation) to reimburse the library for past heating/AC expenses from the Foundation funds (\$30,000).

Old Business:

There was no old business.

New Business:

Oliveira recommended the old Okidata copier be moved and designated for staff use only. Motion by McGowan, second by Kirby—motion passed. Oliveira also recommended a new b/w Hewlett Packard copier be purchased for public use for \$200. Motion by McGowan, second by Kirby—motion passed.

Oliveira informed the Board the library has changed telephone providers as AT&T raised their rates. She is currently checking into Cable One (the library internet provider) rates (3 year contract at \$248/month) with the possibility of switching to Cable One in March.

Director's report was given on coming events at the library.

Meeting was adjourned. Next meeting will be February 22, 2011, at 6:30 pm.

Ron Barton, President

Edy Newby, Secretary

Minutes of the Library Board of Trustees

February 28, 2011

Members present: Ron Barton, Edy Newby, David Storm, Scott Boudreaux

Members absent: Bob Waters, Marti Pittman, Myrna Dolence, Carolyn McGowan, Mike Kirby

Meeting was called to order by President Ron Barton.

Consent agenda was reviewed (not voted on due to lack of a quorum).

Committee Reports:

Building and Grounds:

Boudreaux reported that installation of the new burner/exhaust equipment has been approved.

Boudreaux has talked with Brad Baker twice regarding Library Foundation funds. Baker is waiting for the Board to meet to decide about releasing funds to Oliveira.

Oliveira reported that an outside light globe needs to be replaced, but the original globe is no longer being manufactured.

Was discussed and suggested Oliveira ask the city to change outside library light bulbs instead of paying a private company to change them.

Oliveira reported that it still rains in the north door.

Old Business:

Oliveira reported that a new Brothers b/w laser printer has been purchased for \$349.00.

She is still checking on phone rates. Boudreaux will call Trish and Charlotte at CableOne re: installation of a phone in the elevator.

New Business:

Next Policy Committee meeting will be March 8 at 7:00 pm.

Director's report was given on coming events at the library.

Meeting was adjourned. Next meeting will be March 28, 2011, at 6:30 pm.

Ron Barton, President

Edy Newby, Secretary

Minutes of the Library Board of Trustees

March 28, 2011

Members present: Ron Barton, Edy Newby, David Storm, Scott Boudreaux, Carolyn McGowan

Members absent: Bob Waters, Marti Pittman, Myrna Dolence, Mike Kirby

Meeting was called to order by President Ron Barton.

Consent agenda was approved (for January and February) on motion by Boudreaux, second by Storm.

Committee Reports:

Building and Grounds:

Boudreaux reported that the previous leak location (north door) will be recaulked. He also reported that the vent (burner/exhaust equipment) has been installed, and the project is ongoing.

Old Business:

Storm reported the Policy Committee met March 8. Next meeting will be April 12, 2011 at 7pm at the library.

New Business:

Oliveira reported that she discovered the library was not covered under the city's Worker's Comp and Liability insurance. Discussion followed on how to proceed. Oliveira will request a copy of the Declaration page of the city's insurance policy. Was decided we needed to request, in writing from the city manager, Carl Francis, as to what the city insurance does cover for the library. Oliveira needs to put in writing what she thinks the city will cover, then compare the two. Then we will need to do one of two things: 1) write our own policy, or 2) be included on the city's insurance policy. We need to cover building contents, liability and Worker's Comp. Decision needs to be made as soon as possible.

Director's report was given. (1) Staffing health issues were discussed. Was decided to turn this over to the Personnel Committee for discussion. (2) Was decided to put out grounds care on bid.

Meeting was adjourned. Next meeting will be April 25, 2011, at 6:30 pm.

Ron Barton, President

Edy Newby, Secretary

Minutes of the Library Board of Trustees

May 23, 2011

Members present: Ron Barton, David Storm, Edy Newby

Members absent: Scott Boudreaux, Carolyn McGowan, Bob Waters, Marti Pittman,
Myrna Dolence, Mike Kirby

Due to lack of a quorum, the Board did not hold an official meeting.

Next scheduled meeting will be Monday, August 22, 2011, at 6:30 p.m.

Ron Barton, President

Edy Newby, Secretary

Minutes of the Library Board of Trustees

August 22 , 2011

Members present: Ron Barton, Myrna Dolence, David Storm, Scott Boudreaux, Carolyn McGowan, Bruce Waggoner, Edy Newby

Members absent: Marti Pittman, Mike Kirby

Meeting was called to order by President Ron Barton. He Introduced new board member, Bruce Waggoner.

Consent agenda was approved for July on motion by Boudreaux, second by Storm.

Committee Reports:

Building and Grounds:

Boudreaux reported there were several ongoing projects, but no updates at this time.

Oliveira reported purchasing (\$650.00) protective cage covers (custom designed and welded) for the outside air handlers.

Dr. Barton appointed Waggoner to work on the Building and Grounds committee with Boudreaux.

Old Business:

Oliveira reported having three quotes from Beimdick Ins. Co. for liability insurance. Carmen Beardon recommended we accept the Hartford quote as they have a good track record for paying claims. Motion by McGowan, 2nd by Storm to purchase the Hartford Liability Insurance. Motion passed.

New Business:

Oliveira presented a preliminary budget for FY 2012. Motion by McGowan to accept the budget as presented, 2nd by Dolence. Motion passed.

McGowan had to leave the meeting at 7:05 pm.

Oliveira reported that WCPL was invited to join the Joplin and Carthage libraries to ask the state legislature to exempt us from the prohibition against asking voters for a sales tax to finance library operations. They did this for Class 3 counties last year; now Jasper County libraries are asking to be included in this legislation. Boudreaux made a motion that Webb City join Joplin and Carthage in requesting permission from the legislature to ask the voters for a sales tax increase to be used to fund library operations. Motion was 2nd by Waggoner. Motion passed.

Meeting schedule for the Board for the rest of 2011 is as follows: Sept. 26, Oct. 24, Nov. 28, Dec. 19th.

Oliveira reported that the library is granting library cards (waiving the non-resident fee) to residents of the FEMA trailer park for 1 year. At the end of the year they will need to pay the fee to keep an active card.

Oliveira reported the contracted person to mow the library lawn wasn't mowing as often since his pay had been decreased. Tracy Craig, liaison to the Board from the City Council, is going to check and see if city employees could mow and trim the library yard.

Director's report was given.

Meeting was adjourned. Next meeting will be Sept. 26, 2011, at 6:30 pm.

Ron Barton, President

Edy Newby, Secretary

Minutes of the Library Board of Trustees

September 26 , 2011

Members present: Myrna Dolence, Marti Pittman, Scott Boudreaux, Bruce Waggoner, Edy Newby

Members absent: Ron Barton, Mike Kirby, David Storm, Carolyn McGowan

Meeting was called to order by Vice-President Scott Boudreaux.

Consent agenda was approved for August on motion by Pittman, second by Dolence.

Committee Reports:

Building and Grounds:

Boudreaux suggested a "lawn work day" at the library this fall to work on landscaping, weeding and mowing . Friends of the Library will be invited to join Board members and others to work on the lawn. Waggoner will contact some men to see who would be interested in mowing, putting down fertilizer and doing general yard work on a long-term basis.

Old Business:

Boudreaux suggested the following meeting dates for the rest of the year in order for the Board to meet the required number of times for 2011: Oct. 10 (make up meeting), Oct. 24 (regular board meeting), Nov. 14 (make up meeting), Nov. 28 (regular board meeting), Dec. 10 (Library open house, meet before open house begins, regular board meeting). Motion by Waggoner to accept these dates, second by Pittman. Motion passed.

New Business:

Oliveira reported the library needs more security cameras to cover "blind spots." Will also need a new "switcher" when more cameras are added. She will call and get bids.

Director's report was given.

Meeting was adjourned. Next meeting will be Oct. 10, 2011, at 6:30 pm.

Scott Boudreaux, Vice-President

Edy Newby, Secretary

Minutes of the Library Board of Trustees

October 10 , 2011

Members present: Myrna Dolence, Marti Pittman, Scott Boudreaux, Bruce Waggoner, Patty Freeman, Edy Newby

Members absent: Ron Barton, Mike Kirby, Carolyn McGowan

Meeting was called to order by Vice-President Scott Boudreaux. He welcomed new board member Patty Freeman.

Consent agenda was approved for September on motion by Pittman, second by Waggoner.

Committee Reports:

Building and Grounds:

Waggoner reported he called 3 men regarding yard work at the library. Was decided to hire Chad Goswick to do our lawn work , plus put down fertilizer and grass seed. He will charge \$35.00 per visit.

Old Business:

New Business:

Oliveira distributed a list of board members showing when appointed and end of term dates.

Oliveira reported the city is going to refinance the loan to the library.

Boudreaux visited with Carl Francis re: restriping our parking space lines. Francis indicated he may have the city employees restripe the lines for us.

Director's report was given.

Meeting was adjourned. Next meeting will be Oct. 24, 2011, at 6:30 pm.

Scott Boudreaux, Vice-President

Edy Newby, Secretary

Minutes of the Library Board of Trustees

October 24 , 2011

Members present: Carolyn McGowan, Marti Pittman, Scott Boudreaux, Bruce Waggoner, Patty Freeman, Edy Newby

Members absent: Ron Barton, Mike Kirby, Myrna Dolence

Meeting was called to order by Vice-President Scott Boudreaux.

Consent agenda was approved for October on motion by Pittman, second by Waggoner.

Committee Reports:

Building and Grounds:

Boudreaux reported that a good job was done by city employees who restriped the parking space lines on the library parking lot.

Waggoner reported that Chad Goswick does only yard mowing and trimming. We will need to get someone else to seed and fertilize the library lawn.

Old Business:

Oliveira reported she got a copy of the refinanced loan with the city from Shannon Crayton of Gilmore and Bell. All Board members need to read through it. The Board needs to vote on the new resolution. Boudreaux will conduct this vote by phone with each Board member. Motion was made by Waggoner, second by McGowan, to take a telephone vote on November 4 to authorize breaking the 2003 lease with the City of Webb City that allowed a financing package with the Bank of America and to enter into a new lease which will allow the refinancing of that loan with US Bank. Motion passed.

New Business:

The amended budget for fiscal year 2011 was discussed. Motion by Newby, second by McGowan to accept the amended budget as presented. Motion passed.

Oliveira reported that due to low money account balances the purchase of additional security cameras will need to be put off until January 2012. She will get price quotes at that time.

Boudreaux appointed the following nominating committee for 2012: Newby, chair, Waggoner and Freeman. They will nominate names for the offices of president, vice-president, secretary and treasurer for 2012.

Board meetings for the rest of the year are: Nov. 14 (make up meeting), Nov. 28 (regular board meeting), Dec. 10 (Library open house, meet before open house begins, regular board meeting.)

Director's report was given.

Meeting was adjourned. Next meeting will be Nov. 14, 2011, at 6:30 pm.

Scott Boudreaux, Vice-President

Edy Newby, Secretary

Minutes of the Library Board of Trustees
November 8, 2011

Members present: Scott Boudreaux, Carolyn McGowan, Marti Pittman, Patty Freeman, Bruce Waggoner, Myrna Dolence, Edy Newby

Members absent: Ron Barton, Mike Kirby

The Webb City Library Board of Trustees met in special session at 6:00 p.m. on Nov. 8, 2011. The purpose of the meeting was to discuss/vote on the Resolution in question.

Meeting was called to order by Vice-President Scott Boudreaux.

Boudreaux explained the history/background of the Resolution. (The Resolution would authorize breaking the 2003 lease with the City of Webb City that allowed a financing package with the Bank of America and to enter into a new lease which will allow the refinancing of that loan with US Bank). The Resolution was discussed by Board members.

Boudreaux read aloud the "Resolution authorizing the Library to enter into a Library District Base Lease, as Lessor, with the City of Webb City, Missouri, as Lessee; and a Library District Lease Purchase Agreement, as Lessee, with the City, as part of a transaction to provide funds to prepay the City's outstanding obligation pursuant to a Lease Purchase Agreement dated as of May 1, 2003, a portion of the proceeds of which were used to acquire and construct a new addition to the District's library."

The floor was then opened for questions.

Motion was made by Dolence, 2nd by Pittman, to adopt the Resolution as written. Motion passed, with voting done by roll call:

Dolence	Aye
Freeman	Aye
Boudreaux	Aye
Pittman	Aye
McGowan	Aye
Newby	Aye
Waggoner	Nay

Was decided the Board would not meet on Nov. 14, but would meet at the regular scheduled time on Nov. 28, 2011 at 6:00 p.m.

There was no other business. Meeting was adjourned.

Scott Boudreaux, Vice-President

Edy Newby, Secretary

Minutes of the Library Board of Trustees

December 10 , 2011

Members present: Carolyn McGowan, Bruce Waggoner, Patty Freeman, Myrna Dolence, Edy Newby

Members absent: Ron Barton, Scott, Boudreaux, Marti Pittman, Mike Kirby

Meeting was called to order by Secretary Edy Newby in the absence of Dr. Barton, president, and Scott Boudreaux, vice-president.

Consent agenda was approved on motion by Waggoner, second by Dolence.

Committee Reports:

Building and Grounds:

Nothing to report

Old Business:

None

New Business:

Waggoner questioned by whom and how the Library Foundation money could be spent. After discussion it was decided Oliveira would invite Brad Baker, president of the Library Foundation, to meet with the Board at our January meeting and explain who is presently on the committee and the committee's function.

Newby presented the following slate of officers for 2012: President: Scott Boudreaux; Vice-President: Myrna Dolence; Secretary: Edy Newby; Treasurer: Marti Pittman. Motion by Waggoner, 2nd by Freeman to accept that slate of officers for 2012 passed.

Meeting was adjourned. Next meeting will be January 23, 2012, at 6:30 pm.

Scott Boudreaux, Vice-President

Edy Newby, Secretary