

## Minutes of the Library Board of Trustees

January 28, 2013

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

Members absent: None

Meeting was called to order by President Scott Boudreaux.

Consent agenda for November was approved on motion by Waggoner, 2nd by Barton.

### **Committee Reports:**

#### **Building and Grounds:**

Waggoner reported he talked with 2 companies in Kansas City re: repairing/replacing the crack stained glass in 10 windows where the wood has pulled away from the glass due to extreme weather. One company was interested in the job. Waggoner will send them pictures of the windows in anticipation of receiving a bid on the job.

Oliveira reported on the meeting of the WCBLOF. Bill Perry and Rebecca Perry indicated they wanted to have the existing library landscaping replaced (cost \$17,500) in memory of their parents for the centennial next year. Work on that has already begun due to the mild weather we have had.

Waggoner gave an update on the new outside book return. The new bottom part came in, but didn't fit, so has to be reordered.

#### **Centennial Committee:**

McGowan reported on the Centennial Committee planning meetings. She learned that another group has rented the Rt. 66 Event Center for the 2<sup>nd</sup> Saturday each month for the next year, so she reserved it for the first Saturday in July through October. She has plans for dance presentations and dance related activities. Boudreaux will contact Duke Mason for July or August. Motion was made by Waggoner, 2<sup>nd</sup> by Pittman to go ahead and pay the \$150 for the Rt. 66 Event Center. Motion passed.

Oliveira reported the book club "Cozy Ladies" would like to sponsor a book discussion/movie 10 times during the centennial celebration year, one for each decade celebrated.

Oliveira reported she received a \$750 grant from Walmart to put toward centennial celebration costs.

#### **Old Business:**

Kyle McKenzie has measured panels and is excited to paint 3 murals in the library. He will do that this summer.

Pittman will contact a man from the Humanities Council to see if he can come in April or May to present a program as Andrew Carnegie for the Centennial celebration.

Barton presented the following slate of officers for 2013: President - Scott Boudreaux, Vice-President - Myrna Dolence, Secretary - Edy Newby, Treasurer - Marti Pittman. Motion was made by Barton, 2<sup>nd</sup> by Waggoner to accept the nominations. Motion passed.

Boudreaux reported we still need another board member. Was open to suggestions.

#### **New Business:**

There was no new business.

Director's report was given.

Meeting was adjourned. Next meeting will be February 25, 2013, at 6:30 pm.

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Scott Boudreaux, President

Edy Newby, Secretary

## Minutes of the Library Board of Trustees

March 25, 2013

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

Members absent: Patty Freeman

Meeting was called to order by President Scott Boudreaux.

Consent agenda for January/February was approved on motion by Waggoner, 2nd by Pittman.

### **Committee Reports:**

#### **Building and Grounds:**

Waggoner reported he talked with a representative from a company in Kansas City re: repairing/replacing the cracked stained glass in 10 windows/door where the wood has pulled away from the glass due to extreme weather. The man is coming Tuesday, April 2 to give him an estimate on repairing/replacing the windows.

Oliveira reported the landscaping, donated to the library by Bill Perry and Rebecca Perry, is almost finished. Sod still needs to be laid.

Oliveira reported the new outside book return has been bolted to the concrete pad and is now finished. Was discussed that a blind be built around the book return to match the trash container fence.

#### **Centennial Committee:**

McGowan reported on the Centennial Committee planning meetings. She passed out a sheet outlining planned activities. Eileen Nichols may type an online monthly newsletter from the Friends of the Library to publicize the activities scheduled for that month. Pittman will have a video presentation for September put together by Mike Moore. Pittman will write the narrative and pull together text/images/ideas from Patty Freeman for the video. Was suggested FREE tickets be printed and given out for activities taking place at the Route 66 Activity Center because seating is limited. Friends of the Library may be interested to sell refreshments as a fundraiser at these events. Oliveira will contact KSN regarding the April 1 Carnegie presentation at the library. McGowan was commended on a fine job planning the Centennial celebration activities.

#### **Old Business:**

Boudreaux passed out 2 technology quotes. Motion was made by McGowan, 2<sup>nd</sup> by Waggoner to accept the quote proposal from Hoenshell for AV equipment as specified for \$5,072.00, with the stipulation that it be funded by WCPL Foundation resources. Motion passed.

#### **New Business:**

There was no new business.

Director's report was given. Oliveira gave an update on the proposed acquisition of ebooks.

Meeting was adjourned. Next meeting will be April 22, 2013, at 6:30 pm.

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Scott Boudreaux, President

Edy Newby, Secretary

# Minutes of the Library Board of Trustees

April 22, 2013

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

Members absent: Patty Freeman

Meeting was called to order by President Scott Boudreaux. Boudreaux welcomed the newest trustee, Max Stovern, to the Board.

Consent agenda for March was approved on motion by Dolence, 2nd by Barton.

## **Committee Reports:**

### **Building and Grounds:**

Waggoner reported on the price quote from Gene's Glass Studio in Kansas City re: repairing/replacing cracked stained glass in library windows/door. Quote was \$2,517.38 plus cost of 1 sheet of 1/4" lexan at approximately \$80.00. Waggoner will purchase the sheet of lexan locally. Motion was made by Waggoner to accept the bid minus sales tax, with the stipulation the money will come from the Foundation Fund. Motion was seconded by Pittman. Motion passed.

### **Centennial Committee:**

McGowan reported on future plans from the Centennial Committee. She passed out a brochure listing Centennial activities for the coming year. Was pleased with the April and May activities. She is going to put an article in the Sentinel each month publicizing the activities for that month. McGowan and her committee were commended on a fine job planning the Centennial celebration activities.

### **Old Business:**

There was no old business.

### **New Business:**

Was proposed we skip the May meeting due to the large number of activities and conflicts this time of year. Our next meeting will be June 24, 2013, at 6:30 p.m.

Director's report was given.

Meeting was adjourned.

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Scott Boudreaux, President

Edy Newby, Secretary

# Minutes of the Library Board of Trustees

June 24, 2013

Members present: Scott Boudreaux, Sharon Barton, Edy Newby, Marti Pittman, Carolyn McGowan.

Members absent: Patty Freeman, Bruce Waggoner, Max Stovern, Myrna Dolence

Meeting was called to order by President Scott Boudreaux.

Consent agenda for April/May was approved on motion by Pittman, 2nd by Barton.

Boudreaux welcomed Doug Goodall, new city liaison, to the Board.

## **Committee Reports**

### **Building and Grounds:**

Oliveira reported the stained glass windows/door repairs are finished and installed. Board was pleased with the results.

### **Centennial Committee:**

McGowan reported on future plans from the Centennial Committee. She said attendance was light at the May activity. She is frustrated trying to make plans and co-ordinate activities, but was pleased to report Ron Richards was tentatively scheduled to present a resolution on Sat., July 6 from the state of Missouri in honor of the 100<sup>th</sup> birthday of the Webb City Public Library. Board members were encouraged to plan to attend the Centennial activity, concert/dance program, on July 6 at the Route 66 Event Center at 6:30 pm.

### **Old Business:**

There was no old business.

### **New Business:**

Oliveira presented a quote from artist Kyle McKenzie for a three panel mural to be placed on the west wall entering the library from the north door. Total cost will be \$2,000. The mural would be completed and installed on September 15, or a minimum of 6 weeks from design approval. Oliveira and the Centennial Committee will approve the design. Motion was made by McGowan to purchase the centennial mural (with installation included) at a cost of \$2,000, to be funded from the Foundation Fund. Motion was seconded by Pittman. Motion carried.

Oliveira presented a request to change library automation system providers from TLC to Missouri Evergreen Consortium. Advantages are: will be networked with other Missouri libraries, do not need a new server (is having problems with the current server) as Evergreen is totally integrated and we pay only for hosting, lower cost (TLC \$4,620/year, Evergreen \$1,905/year). Motion was made by Pittman, seconded by Newby, to authorize Oliveira to execute a Resource Sharing Agreement between the Webb City Public Library and Missouri Evergreen Consortium and termination of contract with TLC upon expiration of current agreement. Motion carried.

Our next meeting will be July 15, 2013, at 6:30 p.m.

Director's report was given. Meeting was adjourned.

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Scott Boudreaux, President

Edy Newby, Secretary

# Minutes of the Library Board of Trustees

July 15, 2013

Members present: Scott Boudreaux, Sharon Barton, Edy Newby, Marti Pittman, Carolyn McGowan, Bruce Waggoner.

Members absent: Patty Freeman, Matt Stovern, Myrna Dolence

Meeting was called to order by President Scott Boudreaux.

Consent agenda for June was approved on motion by Waggoner, 2nd by Barton.

## **Committee Reports**

### **Building and Grounds:**

Waggoner reported another leak was found on the roof. He has called the roofer twice and roofer has not come yet. He will check with him again regarding repairing the leak.

Oliveira reported that Kyle McKenzie, muralist, is excited about painting the library mural, but has not yet begun work on the design. Oliveira and the Centennial Committee will approve the final design of the mural.

### **Centennial Committee:**

McGowan reported a big turnout for the Centennial activity, concert/dance program, on July 6 at the Route 66 Event Center, credited in part to the great media coverage. Plans are being made for the August activity on Sat., Aug. 3, at 7:00 p.m. with Duke Mason at the Route 66 Event Center. Discussion followed on future plans. Boudreaux commended McGowan and thanked her for her continued work on the Centennial celebration activities.

### **Old Business:**

There was no old business.

### **New Business:**

There was no new business.

Our next meeting will be August 26, 2013, at 6:30 p.m.

Director's report was given. Meeting was adjourned.

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Scott Boudreaux, President

Edy Newby, Secretary

## Minutes of the Library Board of Trustees

August 26, 2013

Members present: Scott Boudreaux, Sharon Barton, Edy Newby, Marti Pittman, Carolyn McGowan, Bruce Waggoner, Myrna Dolence.

Members absent: Patty Freeman, Matt Stovern,

Meeting was called to order by President Scott Boudreaux.

Consent agenda for July was approved on motion by Waggoner, 2nd by Pittman.

### **Committee Reports**

#### **Building and Grounds:**

Waggoner reported he and Ron are going to add another water line in the library yard.

Oliveira reported that Kyle McKenzie, muralist, showed her a preliminary design of the centennial mural. Oliveira and the Centennial Committee will approve the final design.

#### **Centennial Committee:**

McGowan reported the last 2 centennial events have been at full capacity and very successful. The next event will be on Sat., Sept. 7. Pittman said the Centennial video is not quite ready, but will be presented as soon as possible. Boudreaux thanked McGowan for her continued work on the Centennial celebration activities.

#### **Old Business:**

There was no old business.

#### **New Business:**

Oliveira presented the FY2014 preliminary budget. Board discussed the unexpected 4% the library will need to pay back to the city from City taxes. Waggoner made a motion to accept the preliminary budget as presented, seconded by Pittman. Motion carried.

Oliveira proposed closing the library on Mondays to save on utilities. Waggoner made a motion on recommendation from Oliveira, library director, to close the library on Mondays, seconded by Newby. Motion did not carry.

Dolence made a motion to close the library on Mondays without any cut in the scheduled hours of employees, seconded by Newby. Motion carried. This will become effective Sept. 16.

Was discussed that Board meetings be moved to another night of the week. Pittman made a motion to move Board meetings to the third Tuesday of each month, seconded by McGowan. Motion carried. The following dates were approved for upcoming Board meetings: Sept. 17, Oct. 22, Nov. 19, 2013, no meeting in December, and Jan. 21, 2014.

Oliveira recommended the library change internet servers from CableOne to AT&T and add a second line. McGowan made a motion to change the library internet server from CableOne to AT&T and add a second internet line, seconded by Pittman. Motion carried.

Our next meeting will be September 17, 2013, at 6:30 p.m.

Director's report was given.

Meeting was adjourned.

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Scott Boudreaux, President

Edy Newby, Secretary

# Minutes of the Library Board of Trustees

September 17, 2013

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

Members absent: Patty Freeman, Matt Stovern, Sharon Barton,

Meeting was called to order by President Scott Boudreaux.

Consent agenda for August was approved on motion by Waggoner, 2nd by McGowan.

## **Committee Reports**

### **Building and Grounds:**

Boudreaux presented a preliminary picture of the centennial mural. Discussion followed with recommendations and suggestions on changes. The committee will review the design with a few small modifications.

### **Centennial Committee:**

McGowan reported the latest event was well attended. Future events are in the planning stages. She is still scheduling musicians and singers.

### **Old Business:**

Budget items are still preliminary: the 4% the WCPL will need to pay back to the city from city taxes. No decision has been made. Discussion followed. The Board will continue to wait for further details from the city.

### **New Business:**

None

Our next meeting will be October 22, 2013, at 6:30 p.m.

Director's report was given.

Meeting was adjourned.

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Scott Boudreaux, President

Edy Newby, Secretary

# Minutes of the Library Board of Trustees

October 22, 2013

Members present: Scott Boudreaux, Edy Newby, Sharon Barton, Carolyn McGowan, Bruce Waggoner.

Members absent: Patty Freeman, Matt Stovern, Marti Pittman, Myrna Dolence.

Meeting was called to order by President Scott Boudreaux.

Consent agenda for September was approved on motion by Waggoner, 2nd by Barton.

## **Committee Reports**

### **Building and Grounds:**

Waggoner reported that the west porch lights have been repaired and improved.

### **Centennial Committee:**

McGowan reported the musical line-up for the 1980's event on Nov. 2 is almost complete. Will begin at 2:00 pm and be held in the Perry Room at the WCPL.

### **Old Business:**

Boudreaux reported on the mural status. He & Oliveira talked with Kyle McKenzie re: changes the Board had ask for. Mr. McKenzie was hesitant to make all the changes. He sent a narrative to the Board explaining the three time frames in the mural. (We have paid him \$750.00 to date.) After discussion Waggoner made a motion, seconded by McGowan, that we remove Kyle McKenzie as the mural artist. Motion carried. Boudreaux will visit with Mr. McKenzie and let him know the Board's decision.

Oliveira presented and discussed the revised budget for FY 2013. Waggoner made a motion, seconded by Barton, that we approve the revised budget for FY 2013. Motion carried. Boudreaux will continue to monitor the 4% tax money we may owe to the city.

### **New Business:**

None

Our next meeting will be November, 2013, at 6:30 p.m.

Director's report was given.

Meeting was adjourned.

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Scott Boudreaux, President

Edy Newby, Secretary