LIBRARY MINUTES
BOARD OF TRUSTEES
JOPLIN PUBLIC LIBRARY
17 OCTOBER 2016

The regular meeting of the Joplin Public Library Board of Trustees was called to order at 4:00 p.m. in the Library's Large Meeting Room by President William Pate. Board Members Bobbi Myers, Charles Parker, Dorothy Willcoxon, David Layne, Doug Glynn, Nicole Shoaf and Amy Koeshall, and Library Director Jacque Gage were present.

Excused absence: Courtney Dermott.

BOARD EDUCATION: Board members viewed part one of a trustee-training video from the Missouri State Library.

MINUTES: Minutes from the regular September 2016 meeting were approved as distributed. **(Myers/Willcoxon) 7/0**

EXPENDITURES: September non-salary expenditures in the amount of $41,773.50 were approved. **(Willcoxon/Myers) 7/0**

COMMITTEE REPORTS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. **Patron purge proposal.** Circulation Supervisor Linda Cannon proposes that the library purge about 3,000 patrons from its database whose accounts have been inactive for 10 years or more and who owe less than $250. The purpose is to clean up the database and streamline the quarterly address checks that the library conducts. Motion by Shoaf to accept the patron purge policy as written, second by Glynn, motion passed. **7/0**
2. **Library hours on Jan. 16, 2017 (Martin Luther King, Jr.'s Birthday).** Jacque would like to close the library the morning of this holiday for customer service training for all staff members. Motion by Willcoxon to make the library hours 12-6 p.m. to allow for staff training, second by Koeshall, motion passed. **7/0**
3. **FY17 budget.** The fiscal year ends Oct. 31. Jacque has had no time to create a new budget for FY17. She requests that the Board pass last year's budget again so that the library has an operating budget with which to pay bills. She hopes that by the end of the calendar year that she will have created a new budget that the Board can adopt. Motion by Layne to accept the budget as it was last year, until the new budget is created, second by Myers, motion passed. **7/0**

LIBRARIAN'S REPORT:

Announcements:

- Attended MLA conference, along with department heads. Conducted two workshops with Jim Stufflebeam from Sapp Design Associates.
- Attended Research in Public Libraries conference in Denver. Very good but intensive conference dealing with data collection, statistics, and input, output and outcomes.
- IT Manager Lee Cushing attended MoreNet Technical Conference last week.
- Next week three children's staff attend Family Place Library training in New York.
- Nov. 11 will be closed for Veterans Day/Staff Training Day. Will do a repeat of Motive Matters and the Color Code. Will be a review for about half the staff.
- Polaris automation system being upgraded this week.
- Have put out RFP's for vending machines for the new library's vending area.
- Joplin Globe wants to do a special magazine for the new library, to be published by the time of the grand opening.
- Ordered swag for the new building opening with remaining funds in PR budget.
- Communications Committee to promote the new building is operating again.
- Named in a bequest from the estate of Art Kungle, Jr.
- A computer lab employee has turned in his resignation.
- Writing grant reports and grant amendments.
- City Overhead costs: Despite Jacque's attempts to have the costs decreased, we are still paying roughly the same amount of money.
- Chamber of Commerce growth tour stopped at the library construction site. Technical Services Librarian Leslie Hayes made a brief presentation to the group.

Statistics: Circulation is sagging. E-circulation is up. Reference and information questions are about where they always are. Things are close to status quo.

The Board President took a moment to thank Board members for their recent service.

The meeting adjourned at 5:01 p.m.

Written by

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Administrative Assistant

Approved by

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Library Director

The next regular meeting of the Board of Trustees of the Joplin Public Library will be held at 4 p.m. Monday, 21 November, in the Large Meeting Room of the Library.