

**LIBRARY MINUTES
BOARD OF TRUSTEES
JOPLIN PUBLIC LIBRARY
16 NOVEMBER 2015**

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 Courtney Dermott. Board Members Bill Pate, Doug Glynn, Chuck Parker, Bobbi Myers, Jill LaGasse, Dorothy Willcoxon and Ellen Eastman, and Library Director Jacque Gage were present.

Excused absence: David Layne.

BOARD EDUCATION: Jacque showed a movie short that she presented at Staff Training Day, "The Great Library Misery." She also reviewed guest speaker Steve Potter's points about making changes to benefit patrons and to generate a climate allowing them to do as much or as little as they wish. Changes that have come out of Staff Training Day:

- Address checks will now be outsourced for an affordable fee.
- First-time check-outs increased from two items to four.
- No longer have a \$1 minimum when paying with a credit card at the self-checkouts.
- Pages will now be doing "sweeps" and shelving in the Children's Department.
- Considering using an auto-attendant when answering phones, with the first option being to speak to a person.
- More cross-training and departmental competencies.
- Allowing 90 minutes instead of 60 minutes of computer use daily in the lab.

MINUTES: Minutes from the October 2015 regular meeting were approved as issued. (Pate/Eastman) 7/0

EXPENDITURES: October non-salary expenditures in the amount of \$84,670.49 were approved. (Willcoxon/Eastman) 7/0

COMMITTEE REPORTS: None.

UNFINISHED BUSINESS:

- **Building update.** The construction aspect of the project is out for bids, which are due back Nov. 23. It is hoped that a contractor will be chosen and put before the City Council for approval a few weeks later.

NEW BUSINESS:

- **2016 Christmas closing dates.** The observed holidays fall on a Saturday and Sunday (Christmas Eve and Christmas Day). According to policy, the Library would close Friday and Monday, which means closing for four days in a row. Previously the

Library has only closed for three days at a time. Motion by Glynn, second by Eastman, to close all four days in 2016 (Friday-Monday), motion passed. (7/0)

- **Naming rights for the new building.** Ellen Eastman provided an address to send an inquiry letter to the Reynolds Foundation.

LIBRARIAN'S REPORT:

Announcements:

- Hosted Librarian's Anonymous in October.
- Hosted a regional meeting for MoLib2Go in October.
- Attended the pre-bid meeting when bids were released for the new building.
- Assisted with Economic Security Corporation in presenting a Poverty Simulation in conjunction with Circles and United Way.
- Attended a LOGIC potluck, taking Beth Snow to introduce. Jeana Gockley also attended.
- Grant for Summer Reading for \$15,000 has been submitted.
- Continuing to work with Cheryl Lang from Midwest Genealogy Center about digitizing birth/death index cards and funeral home records. She recommends that the Library seek a digitization grant from the State Archive.
- Secure shredding of documents was done today.
- Working on state reports: Missouri ethics, salary surveys, PLDS.

Statistics. E-book usage is up, but print usage is down. Story time and program attendance are up from last year. Summer Reading attendance is down with fewer programs, but more people are attending those programs.

The meeting adjourned at 5:15 p.m.

Written by

Administrative Assistant

Approved by

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 December, in the Large Meeting Room of the Library.