

**LIBRARY MINUTES
BOARD OF TRUSTEES
JOPLIN PUBLIC LIBRARY
11 FEBRUARY 2019**

The regular meeting of the Joplin Public Library Board of Trustees was called to order at 4:00 p.m. in Conference Room 1 of the Library by Board President William Pate. Board Members William Pate, Doug Glynn, David Layne, Amy Koeshall (entered the meeting at 4:35 p.m.), Lisa Erickson, Mary Gaarder, Barbara Hicklin, and Jim Fleischaker, and co-Interim Library Directors Lisa E. Brown and Leslie Hayes.

EXCUSED ABSENCES: Nicole Shoaf.

BOARD EDUCATION: None.

MINUTES: Minutes from the special January 4, 2019 meeting were approved as distributed. **(Layne/Glynn) 6/0** Minutes from the regular January 2019 meeting were approved as distributed. **(Layne/Fleischaker) 6/0**

EXPENDITURES: January non-salary expenditures in the amount of \$44,503.65 were approved. **(Hicklin/Fleischaker) 6/0**

COMMITTEE REPORTS: None.

UNFINISHED BUSINESS:

1. **Post Art Library and Joplin Public Library Memorandum of Understanding.**
Tabled. See "New Business."

NEW BUSINESS:

1. **Consulting the Library attorney.** President Pate suggested contacting the Library's attorney about the Post-JPL Memorandum of Understanding, as well as open-meeting laws. The Board concurred.
2. **Approval of ad for the Library Director.** The Board was presented with a proposed ad drafted by Bradbury-Miller Associates. Motion by Fleischaker to approve the ad, second by Glynn, motion passed. **6/0**
3. **Compensation for Lisa Brown and Leslie Hayes.** As compensation for serving as co-Interim Library Directors, Lisa asked to be promoted temporarily to Librarian L3-4, and Leslie asked to be promoted temporarily to Librarian L4-4, with the requisite pay increases. Motion by Fleischaker to approve the requests by Lisa and Leslie, beginning Feb. 4, through at least two weeks past the arrival of the new Library Director. Second by Erickson. Motion passed. **6/0**

Jim Fleischaker reported that the Joplin Kiwanis Club is celebrating 100 years. To commemorate the occasion, the club would like to donate a statue to the Joplin Public Library. The Board was receptive to the offer.

LIBRARIAN'S REPORT:

Announcements:

- Staffing changes:
 - Children's Librarian Tammie Benham has departed, with Christina Matekel-Gibson stepping into the role.
 - Children's Assistant Shelley Keezer went full-time.
 - Jessica Horn will be leaving Circulation to take Shelley's vacated part-time position in Children's.
 - Hazel Overman will be promoted from Library Page to Circulation Assistant, replacing Jessica Horn.
 - Breana Clark, formerly of circulation, is now working in the Reference Department answering the phone, assisting patrons and filling in in the Computer Lab.
- Library Pages:
 - The promotion of Hazel Overman to Circulation Assistant has left a vacancy in the Page Department. Instead of hiring another page, after careful consideration, Jacque Gage decided to give all pages two extra hours per week. This would bring them up to 20 hpw, which means they get vacation, sick leave, personal leave, a floating holiday, and holiday pay. This change was effective Feb. 2.
- Weed Whackers: Working on the first project of getting the grasses removed and replaced with sod. They have pictures for the front entrance and Larry Johnson is working on the new landscaping. Will try to have design to Lisa by end of the week.
- Canopy work: Ivey Roofing has been here multiple days to replace and secure panels on the canopy that had previously blown off. This necessitated closing the front entrance while they were working and redirecting patrons to the east entrance, normally kept locked.
- Lisa will be out of the office Feb. 14, and then Feb. 28-March 4. Leslie will be out March 18-22.
- Bradbury-Miller Associates was here Feb. 5. They met with Department Heads and Senior Staff, the Board, community stakeholders, and Jacque Gage.
- Harry Potter Night was held in the Children's Department on Feb. 1. Approximately 250 people attended. Good coverage, especially from KOAM-TV.
- HVAC: When staff entered the building on Friday, it was noticeably colder in the Admin area. Lee Cushing found that one of the high-pressure sensors wasn't working. She was able to get the temperature up a bit, but still notified TMI and their dispatch. As of this morning, there were still issues. Lee has put a call into Jeff Tennis with the City of Joplin.

- After consulting with Leslie, closed the Library on Thursday, Feb. 7 due to the ice.
- Foundation tax returns: Have been completed by Davis CPA Group and sent in. Lisa has a copy if anyone wants to see them.

Statistics: Hoopla use is increasing. Also, Technical Services deleted over 3,000 e-books in January.

President Pate expressed his appreciation for the commitment and talents of the Board, citing the reception for Jacque Gage that Barbara Hicklin organized, as well as the plaque created by Doug Glynn.

The meeting adjourned at 4:57 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, 18 March 2019, in Conference Room 1 of the Library.