

**LIBRARY MINUTES
BOARD OF TRUSTEES
JOPLIN PUBLIC LIBRARY
18 DECEMBER 2017**

The regular meeting of the Joplin Public Library Board of Trustees was called to order at 4:02 p.m. in Conference Room 1 of the Library by Board President William Pate. Board Members Bobbi Myers, Dorothy Willcoxon, Doug Glynn, David Layne, Nicole Shoaf, and Mary Gaarder, and Library Director Jacque Gage were present.

EXCUSED ABSENCES: Amy Koeshall and Lisa Erickson.

BOARD EDUCATION: Technical Services Librarian Leslie Hayes reported on the PLA Leadership Academy that she attended earlier this month.

MINUTES: Minutes from the regular November 2017 meeting were approved as distributed. **(Gaarder/Willcoxon) 6/0**

EXPENDITURES: November non-salary expenditures in the amount of \$51,410.70 were approved. **(Glynn/Layne) 6/0**

COMMITTEE REPORTS: None.

UNFINISHED BUSINESS:

1. Building updates.

- a. Tech Logic. Waiting to hear back. Contacted them again last week.
- b. Teleconference with Sapp Designs, CBC, SI, and Colvin Jones about building problems. There are five pages of issues. Some are:
 - i. HVAC. Waiting on parts.
 - ii. A/V. Some things fixed. SI will create “cheat sheets” and do some additional training, especially for troubleshooting.
 - iii. Lighting. Some things – programming – need fixed, particularly in offices.
 - iv. Shades. Programming issues.
 - v. WiFi does not report statistics we have to send to the Feds.
 - vi. Tripping circuits.
 - vii. Air filters. Don’t fit, yet used the list provided to order filters.
 - viii. End panels still not fixed for OPACs.
- c. Have ordered additional chairs/tables approved by Board. Also ordered/received magazine display boxes for Teen and Children’s Departments, as OPN did not design a place for magazines.

NEW BUSINESS: None.

LIBRARIAN'S REPORT:

Announcements:

- No news on the Wyland mural. Both parties have been advised of the Board's decision at last month's meeting.
- State statistical report finished and submitted.
- Registered to attend the PLA conference in March.
- Grants:
 - Writing another technology grant to redo the Library's web site.
 - Children's Librarian Tammie Benham is writing another grant to assist on our 1,000 Books Before Kindergarten grant. Uncertain how this will be received as it is an addition for an existing grant.
 - Submitted the Summer Reading grant. More than \$500,000 in applications for fund; less than \$300,000 in funds are available for this grant. If we are awarded anything, it will be less than we applied for.
- Adding EBSCO Discovery Service. Will provide a search from within our OPACs that will include our databases. EBSCO is in the process of setting things up now.
- LEAP: In process of adding ability to use iPads with our ILS. This is now in progress with Polaris.
- Hoopla: Hoopla is a downloadable service you only pay for when someone uses something. Thinking about adding it.
- Cost per circulation for FY17.
 - Print materials: \$.39
 - E-books: \$.29
 - DVDs: \$.13
 - Audiobooks: \$1.13
 - Music CDs: \$.06
- Electric charging stations: from 5/30-11/19, it cost the Library \$57.71, using higher kwh cost.
- Makerspace is getting quite a bit of business. Currently open by appointment only. May need to move to having it staffed certain hours per week.
- Received Bramlage-Willcoxon grant. Will fund purchase of three-year license for movies and 100 non-resident cards for Joplin R-8 students on free/reduced lunches who live outside the Library district. Will begin that program after the new year begins.
- CPA got an extension for filing Library's form 990. Almost finished with the form.
- Attended MPLD, MoLib2Go, and Directors of Medium-Sized Libraries meetings.
- Vacation time taken.
- Gave a tour to Camden County Library. Will give one to Springfield-Green County Library System in January.

Statistics: Meeting rooms have been very popular. There were 90 uses last month alone. Study rooms were used 299 times last month.

The meeting adjourned at 5:00 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, 15 January, in Conference Room 1 of the Library.