

**LIBRARY MINUTES  
BOARD OF TRUSTEES  
JOPLIN PUBLIC LIBRARY  
21 SEPTEMBER 2020**

The regular meeting of the Joplin Public Library Board of Trustees was called to order at 4:03 p.m. by President Mary Gaarder. Board Members Nicole Shoaf, Barbara Hicklin, David Layne, Lisa Erickson, Jim Fleischaker, Emily Stanley (via Zoom), Andrea Cullers, and Jennifer Baldwin, and Library Director Jeana Gockley were present.

Due to the COVID-19 pandemic and the Library's reduced hours of operation, the meeting was streamed live on the Library's YouTube channel.

**BOARD EDUCATION:** None.

**MINUTES:** Minutes from the regular August 2020 meeting were approved as distributed. **(Shoaf/Fleischaker) 8/0**

**VOUCHERS:** August non-salary expenditures in the amount of \$64,373.22 were approved. **(Fleischaker/Layne) 8/0**

**COMMITTEE REPORTS:** None.

**UNFINISHED BUSINESS:**

- 1. Goal-setting for the Library Director.** President Gaarder provided background on why goal-setting is necessary. She referenced those goals mentioned in Jeana's self-evaluation narrative and suggested the Board discuss goals now and then vote on them at the October meeting. Board Members mentioned goals such as the budget, revising the policy manual, establishing a Friends of the Library group, evaluation of the staff, and forming a strategic plan. President Gaarder asked Board Members to develop three goals for the Library Director for next month's meeting; Board Members are to email their goals to Board Member Stanley in advance so she can organize them for Board Members to review.
- 2. Friends of the Library update.** The core group met via Zoom on Sept. 14. Jeana presented them with FY19 expenses, revenues, and statistics, as well as Foundation bylaws. Members brainstormed ways to be of use to the Library. They have started working on articles of incorporation and bylaws. After the bylaws have been drafted, they will be reviewed by an attorney. Board Member Stanley volunteered to be a Board liaison for the Friends group.
- 3. Phased reopening.** Jeana updated the Board on the Library's current limits (hours, no in-house programming, meeting and study rooms closed to the public, MakerSpace closed, passport applications not being accepted, and minimal outreach). To mitigate these limits, the Library is offering curbside pick-up of materials, 24/7 lockers for holds, 24/7 wi-fi extending into the parking lot, virtual programs, and pick-up kits, and has returned some furniture for public use.

Jeana had planned to extend hours in September, but a staffing crisis caused the cancellation of this plan. She now hopes to extend hours in October. Department Heads are also in the process of hiring to fill vacant positions so that extra hours can be better covered.

Board Member Layne made a motion to open 10 a.m.-6 p.m. Monday-Saturday, and Board Member Baldwin made a motion to reopen on Sundays, 1-5 p.m. There were no seconds.

President Gaarder stated that the Board has made its wishes known on extending hours.

The Board then discussed reopening meeting and study rooms. Jeana explained that many of the rooms have furniture stored in them, and that study rooms are small and have no ventilation. Vice President Shoaf proposed postponing further discussion on the topic until next month, and the Board concurred.

## **NEW BUSINESS:**

- 1. FY21 proposed budget.** Treasurer Layne presented the proposed FY21 budget. At the suggestion of some Budget and Finance Committee Members, Jeana had added a 2% cost of living allowance for Library staff. There was a motion by Board Member Hicklin and a second by Vice President Shoaf to approve the budget with the 2% COLA. The motion passed. **(8/0)**

## **LIBRARIAN'S REPORT:**

### **Announcements:**

#### **Community Engagement**

- On August 20, [The Joplin Globe](#) featured an article about the mask mandate being lifted. The Library was one of the businesses they did a survey of to determine if people were still wearing masks - 14 of the 16 people observed were wearing masks.
- Attended a Leadership Joplin session on September 10

#### **Programs**

- Our partnership with Economic Security to have a social worker in the Library once a month resumed September 17
- Schooling at Home Initiative update
  - On August 25 & 26, [KSN](#) did two [stories](#) about it
  - During the week of August 30, it was featured in the [JACC online Business Outlook journal](#)
  - On August 30, [The Joplin Globe](#) had an article featuring it
  - Christina was interviewed by a journalist with [American Libraries](#) for an article that was released on September 18, called "Teaming Up for Teaching: Public libraries and local schools build relationships to aid remote learning"

**Building & Grounds**

- Replaced broken window pane in Conference Room 1
- Replaced a broken module in our irrigation system
- Individual lettered “Joplin Public Library” sign was repaired

**Miscellaneous**

- Chelsey Gatewood was hired as our new PR/Marketing Assistant

**Statistics:** There has been a slight improvement in our gate counts and circulation. New non-resident card registrations are picking up, and interlibrary loans are back to where they were at this time last year.

**STAFF COMMENTS:** None.

**BOARD COMMENTS:** None.

The meeting adjourned at 6 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, 19 October 2020.