

**LIBRARY MINUTES  
BOARD OF TRUSTEES  
JOPLIN PUBLIC LIBRARY  
25 JANUARY 2021**

The regular meeting of the Joplin Public Library Board of Trustees was called to order at 4:00 p.m. by President Mary Gaarder. Board Members Barbara Hicklin, David Layne, Jim Fleischaker, Lisa Erickson, Emily Stanley, Andrea Cullers, and Jennifer Baldwin, and Library Director Jeana Gockley were present.

**EXCUSED ABSENCES:** Nicole Shoaf.

**BOARD EDUCATION:** None.

**MINUTES:** Minutes from the regular November 2020 meeting were approved as distributed. **(Stanley/Fleischaker) 7/0**

**VOUCHERS:** October non-salary expenditures in the amount of \$91,559.33 were approved. **(Hicklin/Layne) 7/0** November non-salary expenditures in the amount of \$62,764.56 were approved. **(Baldwin/Fleischaker) 7/0** December non-salary expenditures in the amount of \$54,534.56 were approved. **(Stanley/Hicklin) 7/0**

**COMMITTEE REPORTS:** None.

**UNFINISHED BUSINESS:**

1. **Meeting and study rooms.** Jeana updated the Board that the meeting and study rooms remain closed for now. The Board agreed at this time to keep the meeting and study rooms closed.

**NEW BUSINESS:**

1. **Summary of strategic planning retreat.** Jeana reported on the November retreat with Board members and Department Heads. She ask for Board approval of the package that came out of the retreat: mission statement, vision statement, core values and initiatives. There was a motion by Mr. Fleischaker to approve them, with a second by Ms. Stanley. Motion passed. **(7/0)**
2. **Christmas 2021 holiday.** Jeana requested Board approval for the closing dates for the 2021 Christmas and New Year's holidays. The Board discussed options and elected to close Dec. 24-26, and Dec. 31-Jan. 2. Motion to close the aforementioned dates by Ms. Baldwin, second by Mr. Layne. Motion passed. **(7/0)**
3. **Security gate quote.** The Building and Grounds Committee previously had asked for a quote to install security gates at the east door. Jeana related that it will cost \$9,150 to buy, ship and install them, plus ongoing software and hardware maintenance costs annually. The Board expressed interest in installing the gates by spring. Jeana will inquire of TechLogic what the turnaround might be.

## **LIBRARIAN'S REPORT:**

### **Announcements:**

#### **Media Engagement**

- On November 16, [KSN](#) did a story on Family Literacy Month. The reporter interviewed Christina Matekel-Gibson and a family of regular patrons.
- On December 3, [KSN](#) did a story on our Homeschool 101 program.
- Winter Reading Program
  - On January 2, [KOAM](#) aired a story.
  - On January 4, [KSN](#) aired a story.
  - On January 10, the [Joplin Globe](#) shared a story.
  - On January 11, [Joplin Business Outreach](#) featured a story.
- On January 5, I appeared live on KSN's Living Well and shared information about top circulation nonfiction for 2020 and our Winter Reading Challenge.

#### **Programs**

- Our first annual Winter Reading Challenge kicked off January 1.

#### **Building & Grounds**

- Bed Bugs Uncovered performed our first whole facility inspection on January 13.
- The conference room table for the Chase Room arrived and has been installed.

#### **Services**

- Top city locations of nonresident fee cardholders are:
  - Joplin - 1,301 (these are addresses outside of official Joplin city limits)
  - Carl Junction - 387
  - Webb City - 243
  - Neosho - 117
  - Carthage - 99
- Library staff resumed accepting passport paperwork on December 5, 2020.
- Our T-Mobile hotspot units have been well received by our users, with hold lists and survey results providing positive indicators.

#### **Miscellaneous**

- We received proposals from seven ILS vendors and will start to see system demonstrations on February 3.

#### **Statistics:**

- Jeana presented a year-end summary created by PR/Marketing Assistant Chelsey Gatewood.
- November door count was down by about 1,000. It went down even further in December.
- However, circulation has continued to climb, and we are almost back to where we were at this time last year.

- Discovered that many cardholders are not using their cards. She is hoping that the Savannah database can be used to reach out to these patrons.

**STAFF COMMENTS:** None.

**BOARD COMMENTS:** None.

The February meeting was moved to the fourth Monday to accommodate the Library's closure for President's Day. However, some Board members will be absent. Jeana suggested moving the meeting to Tuesday, Feb. 16. The Board members present agreed that this would work.

The meeting adjourned at 5:43 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, 16 February, 2021.