

Neosho/Newton County Library Board Meeting

April 17, 2007 – 4:00 p.m.

Board members Present: Steve Burnett, Norma Crews, Bill Dobbs, Don Johnston,
Phyllis Lewis, Linda Martin, Bea Nodler, Gloria Steed

Absent: None

Board Chairman B. Dobbs called the meeting to order at 4:00 p.m.

Library Staff Present: Director Ginny Ray, Assistant Director Sharon Meredith, System Administrator Jerry Parker

Correspondence None.

Minutes:

March 20, 2007, Regular Board minutes and Closed Session minutes were accepted as written; motion to approve made by N. Crews, second by B. Nodler; motion carried.

Review of Budgeted Expenses: Financial Report:

Statement of Revenue/Expenses, budget summary, financial report, bills to be paid, March checks written, revenue reports, tax checks reviewed. Motion by N. Crews, second by G. Steed to authorize Ginny Ray to seek best interest rate for Great Southern CD #3255005213 (maturing 4/25/07); motion approved by board. Motion to accept financial reports and authorize payment of bills made by B.Nodler, second by N.Crews; approved.

Staff Report: -G. Ray noted:

- added statistics to monthly statistical report
- Technology Plan has been approved; Debbie Musselman from State Library audited NNCL website redesign with suggestions for ADA improvements
- Playaway collection (audio books) has been added to library
- Book discussion group will begin on April 19th; The Secret Life of Bees will be discussed
- volunteers needed in library

Policy on Cards for Minors – Proposed changes and additions to policy

- The signing parent or guardian may submit a written request that the minor's borrowing privileges be restricted to items in the children's area of library.*
- *The signing parent or guardian may submit a form restricting a minor's access to computer use, or media (cassettes, CDs, DVDs, videos).*

A motion to approve the amended portion of the policy was made by D. Johnston, second by G. Steed; approved by board

Policy on Loan Policies

Motion to Change Length of time for a Video/DVD to be checked out from 7 days to 3 days for a trial period of 3 months was made by S. Burnett with second by D. Johnston; motion approved. This will be the 1st reading of the proposed policy change.

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Old Business:

- Leave Policy was presented for 2nd Reading with changes in accrued hours proposed by G. Ray - full-time employee may carry over 480 accrued hours of sick leave; a part-time employee may carry over 240 accrued hours of sick leave. Correspondence from a library employee concerning the leave policy was discussed by the board. The Leave Policy with the changes in accrued hours was approved by the board. G. Ray will communicate the board's decision to all employees.
- Sign design was approved by city board; stability of sign is being addressed.
- audit has not yet been conducted. It is scheduled to begin April 25.
- board vacancy – no new information

New Business:

- Circulation Policy, 1st Reading
- Bids on Accounting services: Bids were received from Hamm Bookkeeping Service, Kelly & Compton, CPAs, and Brad Taylor, CPA. G. Steed made a motion to retain Taylor for accounting services through the end of 2007 with bids to again be sought during the process of formulating the budget for 2008.
- Following a motion by S. Burnett, with second by N. Crews, the board authorized the sealing and striping of the parking lot at a cost of \$15250.00 by Russ Prater

Motion to adjourn B. Nodler, second by S. Burnett, approved.

Time adjourned 5:45 p.m.

Date of next meeting – May 15, 2007

Respectfully submitted,
Phyllis Lewis, Secretary