

Neosho/Newton County Library Board Meeting

Date November 21, 2006 – 4:00 p.m.

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

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

Library Staff Present: Sharon Meredith, Jerry Parker

Correspondence

Bill Dobbs reported that Ginny Ray had accepted the position of NNCL Director, effective December 1, 2006. The Board noted that Ginny's name should be added to the D & O Security Bond through Briggs Insurance. In addition, her name will be added to the following bank accounts: CBT 109428, CBT 365556, CBT 1122983; and the following CD's: CBT 67505, CBT 67113, Great Southern (GS) 3217015852 and GS 3255005213. All the following names will now be on the above mentioned accounts: Norma Crews, Bill Dobbs, Phyllis Lewis, Linda Martin and Ginny Ray.

Minutes

October 17 board minutes and October 21 special meeting minutes were accepted with addition of names of all applicants for NNCL position to special minutes; motion made by D. Johnston, second by L. Martin, approved.

Review of Budgeted Expenses/Financial Report

Statement of Revenues/expenses, budget summary, financial report, bills to pay, checks written, monthly revenue at Neosho and Seneca, tax checks, and balance sheet reviewed. CD at Great Southern will mature on 12/28/06. Linda Martin will check on best rate. Motion to approve report & pay bills made by N. Crews, second by B. Nodler, approved.

Staff Report:

Neosho Early Childhood teachers toured Title I Resource Center in NNCL. New schedule for Seneca Branch, now open Monday through Saturday.

Old Business:

- A. Bids on signage – Following discussion, N. Crews moved with second by B. Nodler that the board accept the bid of Hidden Valley Sign Co. to install a sign in front of the library and one on the east side. Jack Wood's memorial funds will be used for this expenditure (\$1490.00 for front, \$389.02 for side) with a memorial plaque to be placed. Board approved motion.

- B. Credit Card – Linda reported on details of obtaining a corporate card in the name of the library; action tabled until new director, Ginny Ray, begins work.
- C. Part-time Staff – Tabled until new policy has been written.
- D. Custodian of Records Resolution – Signed by Chairman and Secretary; one copy with custodian, one with secretary.

New Business:

- A. Seneca Patrons Request – sale of items at the Seneca Branch has previously been denied by Board; policy remains the same.
- B. Penny Sprague – Leave of absence for medical reasons; motion to authorize leave without pay was made by N. Crews, seconded by B. Nodler, approved.
- C. State Aid 2007 – will be the same as 2006
- D. Insurance Bids for property and contents at Neosho and contents only at Seneca submitted by Briggs Insurance only. Bid proposals were reviewed; D. Johnston made a motion, seconded by L. Martin, that Proposal 2 at \$9194.00 for yearly premium (increase for inflationary factors) and Proposal 3 at \$501.00 for yearly premium (commercial umbrella) be accepted. Motion approved.
- E. Unique Management Update – provided a summary letter of the amount that had been recovered through collections from patrons.

Motion to adjourn by D. Johnston, second by L. Martin; approved.

Time adjourned – 5:10

Date of next meeting – December 19, 2006