

Scenic Regional Library  
Board Minutes – February 19, 2013

Scenic Regional Library Board of Trustees met at the Union Library on February 19, 2013, at 7:30pm. Joy Dufrain presided at the meeting. Those attending the meeting were John Cheatham, Paula Sutton, Kathleen Ham, Robert Niebruegge, John Barry, Karen Holtmeyer, Carla Robertson, and JoAnn Schweissguth, Steven Campbell, Library Director, and Jennifer Slay, Administrative Assistant.

There were no public comments.

***John Barry made the motion to approve the Minutes of the January 15, 2013 meeting. JoAnn Schweissguth seconded the motion. All voted Aye. The motion carried 9/0.*** **Approval of Minutes**

The Financial Report was reviewed. ***Robert Niebruegge made the motion to approve the Financial Report and transfer of funds. Karen Holtmeyer seconded the motion. All voted Aye. The motion carried 9/0.*** **Financial Report & Transfer of Funds**

The Librarians' Reports were reviewed. Steven Campbell asked the board if they prefer to receive reports from each administrative staff member. The consensus was that the board finds the reports informative and does prefer to receive them in each board packet. **Librarians' Reports**

Joy Dufrain updated the board on Library Legislative Day. Susan Richardson, Joy Dufrain, Bob Niebruegge, Steven Campbell, and Maureen Willmann attended. All representatives were supportive of the library and its efforts. One representative missed the scheduled appointment. Joy Dufrain and Steven Campbell will be meeting with him on Friday, February 22, in Foristell. **Library Legislative Day, 2013**

Joy Dufrain updated the board on the findings of the Foundation Committee. The board will receive the overview via email and are to bring any recommendations to the March board meeting. Steven Campbell has been informed that the foundation can be added to the library's Director's and Officer's insurance policy at no additional cost. **Foundation Committee Report**

In the 2013 Annual Budget, \$25,000 from the Automation Reserve Fund was designated for new computers and other IT expenses. ***John Barry made the motion to reinvest the balance of the fund after transferring the \$25,000 to the Scenic Regional Library Operating Fund Account. Robert Niebruegge seconded the motion. All voted Aye. The motion carried 9/0.*** **Renewal of Automation Reserve Certificate of Deposit**

Steven Campbell updated the board on the commercial insurance package. The package includes all the insurance on all the buildings and automobiles, along with general liability insurance. It expired on February 17, 2013, just prior to the February board meeting. Each year, Schroeder Insurance obtains six or seven quotes for the library for this package. The quote from Cincinnati Insurance Co. came in 20% lower than the rate with our current carrier, American First (Liberty Mutual). Steven Campbell approved the change, effective February 18, 2013. **Commercial Insurance Package**

Other items of discussion were whether to increase our deductible and if we should continue our coverage on terrorism and earthquake insurance. The board recommended we keep the earthquake insurance, drop the terrorism insurance, and have Steven Campbell contact Schroeder Insurance for the cost savings of increasing the deductible. Steven Campbell will bring this back to the board for a decision at the March meeting.

A discussion took place on the current condition of the Auto Parts Store. Steven Campbell provided proposed improvements to the building because it continues to deteriorate. John Cheatham questioned if there was a plan for it. John Barry said he does not have a problem moving forward with making the suggested improvements and continue to discuss over the plan over the next year. Steven Campbell brought his idea of moving the administrative staff up to the building which would provide additional space for children's and teen programming. John Cheatham is supportive of this idea. Karen Holtmeyer is also supportive of investing in the improvement of the building, as long as there is a plan to use it for something. Carla Robertson would like to see a breakdown of expenses. Steven Campbell will bring approximations and a time frame to the board at the March meeting. A drawing of how the current office space would be redesigned was also requested.

**Auto Parts Store Building**

*Paula Sutton made the motion to amend the Dress Code policy to allow jeans to be worn without a Scenic Regional Library shirt, as long as they are not faded and have no holes, tears, or patches. Kathleen Ham seconded the motion. All voted Aye. The motion carried 9/0.*

**Dress Code Policy Amendment**

*Robert Niebruegge made the motion to move into Closed Session to discuss matters of personnel (610.021(3) RSMo.). JoAnn Schweissguth seconded the motion. There was a roll call vote: Joy Dufrain – Aye, John Cheatham – Aye, Kathleen Ham – Aye, Robert Niebruegge – Aye, John Barry – Aye, JoAnn Schweissguth – Aye, Karen Holtmeyer – Aye, Carla Robertson – Aye, Paula Sutton – Aye. The board moved into Closed Session.*

**Closed Session**

The board returned from Closed Session.

*There being no further business, Joy Dufrain adjourned the meeting at 9:10 pm.*

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Secretary

Approved: \_\_\_\_\_  
President, Scenic Regional Library Board of Trustees

Date: \_\_\_\_\_