

Scenic Regional Library
Board Minutes – January 18, 2011

The Scenic Regional Library Boards of Trustees met on January 18, 2011 at the Union Library. Dan Wilson presided at the meeting. Those attending the meeting were JoAnn Schweissguth, John Barry, Diann Wacker, Carla Robertson, Susan Richardson, Kathi Ham, Carol Bell, Louise Baker, Joy Dufrain, Jim Davis, Vivienne Beckett and Ken Rohrbach. Bob Niebruegge, Karen Holtmeyer and John Cheatham were absent

Dan Wilson asked if there were any corrections to the minutes of the previous board meeting. Hearing none he stated that the minutes of the December 21, 2010 meeting would stand approved as presented.

Approval of Minutes

The Financial Report was reviewed. Ken Rohrbach noted the following: end of year balances in the county treasuries and budget categories, the number of bills connected with yearly payments which result in January reflecting the largest total for the year. The reciprocal agreement totals were \$36,758.20 for Washington and \$3,142 for Sullivan. Attention was also drawn to the pro-rata distribution percents. The lower tax levy in Franklin County will impact these percents in February. *John Barry made the motion to approve the Financial Report and transfer of funds. Jim Davis seconded the motion. The motion was approved unanimously.*

Financial Report & Transfer of Funds

Ken Rohrbach presented information on the following: 2011 Library Advocacy Day, including a schedule of events and materials to be distributed to legislators and an AmerenUE tax appeal in Franklin County. Preliminary statistics on library activity in 2010 were discussed. Declines in circulation were noted and Dan Wilson observed that the shifts in informational technology are impacting libraries more than ever and these changes will reshape the role of libraries. Vivienne Beckett highlighted library events.

Reports

Concerning the purchase of a different facility for the St. Clair Library, it was reported that the substantive points proposed by the board were agreed to by Charlie Butler, with the exception that Mr. Butler wanted to place a six month maximum on the free rent provision for the use of the old library building. A rent rate would have to be negotiated at the end of the six month period. Washington Engineering projects that a six month time frame would be adequate for the project. The following steps would occur: two months for developing plans and specifications, one month for bidding, and three months for construction. The Franklin County board will be meeting for final approval and authorizations.

Update on Proposed St. Clair Facility

Board members received copies of the Scenic Regional Library Personnel Policy Manual. Questions had arisen at the December board meeting concerning different types of leave. The various types of leave were briefly reviewed and Ken Rohrbach urged the board members to review the entire manual.

Personnel Policy Manual

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At their December meeting, the board directed that a statement concerning honorariums should be developed. The following was submitted for consideration: Honorariums received by an employee for presentations given on library work time shall be turned over to the library. Honorariums received for presentations given outside of normally scheduled library work time may be retained by the employee. It was the consensus that this reflected the board’s intent. ***John Barry made a motion to accept the honorarium statement with the above wording. Susan Richardson seconded the motion. The motion was approved unanimously.***

Statement on Honorariums

Ken Rohrbach presented the Public Library Certification of Compliance which is required annually by the state to verify how the library complies with laws relating to minors’ use of public access computers. Scenic Regional Library is in compliance through maintaining filtering software on all computers used by minors and also through its Internet Usage Policy. ***Susan Richardson made a motion to approve the Certification of Compliance. Louise Baker seconded the motion. The motion was approved unanimously.*** President Wilson signed the certification.

Public Library Certification of Compliance

The Gasconade County Equalization Fund Report was presented. ***Kathi Ham made a motion to approve the Equalization Fund Report. Diann Wacker seconded the motion. The motion was approved unanimously.*** Gasconade County board president Bob Niebruegge will sign the report.

Gasconade County Equalization Report

The Gates Grant Matching Funds Verification Form was detailed for the board. This form verifies that \$10,400 in matching funds is available and the source is identified. ***Joy Dufrain made a motion to verify that the matching funds were available. Susan Richardson seconded the motion. The motion was approved unanimously.*** President Wilson signed the verification form.

Gates Grant Matching Funds Verification

Dan Wilson presented the following documents from the director search committee: the current job description, the application form, and the ad to be placed for the position. Joy Dufrain detailed the timeline for the search process. ***John Barry made a motion to accept the documents from the search committee as presented. Susan Richardson seconded the motion. The motion was approved unanimously.***

Search Committee Documents

Joy Dufrain made a motion to adjourn the meeting. Louise Baker seconded the motion. The meeting was adjourned.

Adjourn

Secretary

Approved: _____
President, Scenic Regional Library Boards of Trustees

Date: _____

