

Scenic Regional Library
Board Minutes – June 18, 2013

Scenic Regional Library Board of Trustees met at the Owensville Branch on May 21, 2013, at 7:30pm. Joy Dufrain presided at the meeting. Those attending the meeting were, John Cheatham, Jim Davis (arrived at 7:58pm), Susan Richardson, Paula Sutton, Louise Baker, Kathleen Ham, Diann Wacker, Dan Wilson, Karen Holtmeyer, and Carla Robertson. Carol Bell, Robert Niebruegge, John Barry and JoAnn Schweissguth were absent. Also present were Steven Campbell, Library Director, Jennifer Slay, Administrative Assistant, and Linda Little, Owensville Branch Manager.

There were no public comments.

Dan Wilson made the motion to approve the Minutes of the May 21, 2013 meeting. Susan Richardson seconded the motion. All voted Aye. The motion carried 10/0. **Approval of Minutes**

The Financial Report was reviewed. *Dan Wilson made the motion to approve the Financial Report and transfer of funds. Diann Wacker seconded the motion. All voted Aye. The motion carried 10/0.* **Financial Report & Transfer of Funds**

The Librarians' Reports were reviewed. Steven Campbell provided the board with information about the Four Rivers YMCA Advisory Board and their search for adult literacy tutors. Joy Dufrain said the St. Charles Community College provides this service in Warren County. Dan Wilson said he and his wife are both adult literacy tutors. **Librarians' Reports**

The current recommendations are follows:

Gasconade County:

Linda Miskel (Hermann)

Kathy Baumstark (Hermann)

Doug Dunlap (Owensville)

Diane Lairmore (Owensville)

Warren County:

John Deutch (Warrenton)

Franklin County:

Chris Stuckenschneider (Washington)

Jamie Keen (St. Clair)

Alvera Heeger (Union)

Debbie Maczuk (New Haven)

Approval of Library Foundation Board Members

Carla Robertson contacted June Hope from Warren County. Unfortunately, June Hope is currently serving on two other foundation boards. She will consider serving on the Foundation board when her

term expires with one of the current boards next spring. Warren County will have additional recommendations presented to the board no later than the August meeting. *Dan Wilson made the motion to approve the current nine appointees Paula Sutton seconded the motion. Susan Richardson made an additional comment that a welcome letter be sent to these appointees while we wait for final approval of the remaining appointees. All voted Aye. The motion carried 10/0.*

It is still unknown at this time who will serve as the depository for the county. John Cheatham suggested this be tabled until next month.

Franklin County & Investment of Library Funds

The board reviewed the information in the packet regarding the proposal submitted by Colleen Himmelberg of The Quality Coach. Susan Richardson commented that we don't have the entire Foundation board appointed at this time nor do we have the funds to invest for consulting fees. Both Susan Richardson and Steve Campbell believe the Foundation board could benefit from some of the services offered. All agreed to review this again at a later date.

Library Foundation Board Orientation Proposal

Jim Davis joined the meeting at 7:58pm.

Owensville Branch Manager, Linda Little, was introduced to the board members. Linda Little gave an overview of the programming that has been taking place at the Owensville branch. Linda Little and Louise Baker have been very encouraged by the community support and both noted the increase in participation at programming events.

Branch Manager Introduction

The Owensville and St. Clair branches are currently closed from 12:30 to 1:00pm during the week for lunch. Staff regularly must ask patrons on the public computers to leave the building. Steve Campbell is suggesting to keep these two branches open for lunch. *Dan Wilson made the motion to expand open hours to include lunch at the Owensville and St. Clair branches. John Cheatham seconded the motion. All voted Aye. The motion carried 11/0.*

Branch Service Hours

Steve Campbell would like to conduct a comprehensive survey of the people living in the library district. A discussion took place on what type of survey to conduct, if a sampling should be done, and if incentives should be provided to generate interest. Board members who are interested in participating are to provide suggested survey questions to Steve Campbell by July 15. Steve Campbell will compile the information submitted and provide it to the board at the next meeting.

Library User Survey

Steve Campbell asked the board to consider forming a levy campaign committee, consisting of the entire board or a smaller number of board members. This committee will hold separate meetings in addition to the regular monthly board meeting. The first meeting is tentatively scheduled for August 8, at 7:30pm, at the Union Branch.

Library Board Committee for Levy Campaign

The Union and Warrenton branch programmers have requested to have wine-tasting programs at their branches. A discussion took place including if permits were required, what time of day the programs would occur, and if there were to be an educational element to the programs. The biggest concern is liability issues and what our policy states. Steve Campbell will check into the liability concerns and report back to the board at the next meeting.

**Library Behavior
Policy & Adult
Programming**

The payout of accrued sick leave when an employee is terminated, retires, or resigns was discussed. The library currently does not pay for accrued sick leave. All board members agreed that this issue should remain unchanged since the library cannot afford to pay for accrued sick leave at this time.

**Sick Leave Policy –
Retiree Payout**

Dan Wilson made the motion to move into Closed Session to discuss matters of personnel pursuant to Section 610.021(3) RSMo. Diann Wacker seconded the motion. There was a roll call vote: Dan Wilson – Aye, Karen Holtmeyer - Aye, Diann Wacker – Aye, Carla Robertson – Aye, John Cheatham – Aye, Jim Davis – Aye, Kathleen Ham – Aye, Louise Baker – Aye, Paula Sutton – Aye, Susan Richardson – Aye, Joy Dufrain – Aye. The board moved to Closed Session at 9:02pm.

Closed Session

The board returned from Closed Session.

Joy Dufrain adjourned the meeting at 9:11pm.

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____