

Board of Directors Meeting Minutes

Date: 2024-05-20 9:00 AM

Location: Atchison County Library, Rock Port, Mo

Attendees: Janet Griffin, Vicki Pearson, Lois Powell, Amanda Vette, Carol Clark and Jennifer Roup

Agenda:

The Atchison County Library met for their monthly board meeting on Monday, May 20 in Rock Port, Missouri. Those present were: Janet Griffin, Vicki Pearson, Lois Powell, Jennifer Roup, Amanda Vette and Carol Clark. Absent: Jayne Martin.

Janet Griffin called the meeting to order at 9:32 a.m.

Janet Griffin made a motion to adopt the May agenda. Vicki Pearson moved and Lois Powell seconded.

Janet Griffin made a motion to adopt the April minutes. Lois Powell moved, Vicki Pearson seconded.

Carol Clark presented the board with the financial report. She stated that library's budget was healthy. She noted that the CDs at Citizens Bank and Trust were doing well and that they were a great decision.

The board reviewed May's expenses. They discussed the prices of the T's Cleaning Services and noticed it was higher than usual. Jennifer reported the dates that they cleaned and reported that there was an increase in Resource Center rentals during April and May due to graduation and other rentals so that is why there is an increase. Because there will be no June rentals, this will help offset the cost, with the exception of Summer Reading.

Jennifer gave her director's report on the following:

EXTERIOR OF ROCK PORT BUILDING

-We gave a huge project ahead of us in order to fix the front of the Rock Port Building. Jason Brown Construction has put in a bid to fix it for the amount of \$21,000. This project is the best choice in my opinion because the existing facade of the building is deteriorating. Please review the bid to see that it includes repairing the entire front half of the building and install a moisture barrier wrap. This will also mean we might need to consider further aesthetic changes to the library. Jennifer present exterior design ideas to the board. They all agreed on a paint scheme and gave the blessing to move forward with the project.

LANDSCAPE IN TARKIO- I reached out to Thomas Lawn Care, LLC of Mound City for a quote on landscaping at Tarkio. I feel that a renovation of this area is important because it will give more

attention to the library and since there is a memorial bench out front, we need to make sure it looks nice and is taken care of. Please review the estimate.

DRAIN IN TARKIO- On May 7, Carol Riley reported a flooding of the Resource Center's basement. Steve reportedly used a wet vac to remove approximately 4 gallons of water leaked. He recommended that we get it looked at immediately. His first recommendation was Matthew Alsup. Matthew returned with an evaluation of the problem and said that the drain pipes under the building are in disrepair. His bid for repair has been received.

INCIDENT IN FAIRFAX- We had a problem arise again with a disgruntled patron involving Amanda Agnew. I feel that the problem solving plan that I gave was not followed so I am seeking the Board's advice on how to move forward.

The board discussed the patron conduct policy. It was also discussed that an employee in-service might be a good idea since Jennifer has been working here for a year. It will be good to get the employees all together and for everyone to review our policies and procedures.

Meeting Adjourned

The meeting was adjourned at 11:23 am.