

Independence Public Library Board of Trustees Minutes

Special Meeting-January 4, 2019

- I. **Call the Meeting to Order:** A special meeting of the library board was held to replace the regular business meeting scheduled for December 19 which was cancelled for lack of quorum. The meeting was called to order by Chairman Carolyn Torrance at 5:20 p.m.
Trustees attending: Michelle Anderson, Megan House, Tom Richardson, Tom Sewell, Jana Shaver and Carolyn Torrance.
Also attending: Library Director Jeri Hopkins.
 1. **Adoption of Agenda:** Richardson moved to accept the agenda. Sewell seconded. Motion carried.
 2. **Approval of the Minutes:** Minutes of the November 21 regular meeting were approved as distributed.
- II. **Consent Agenda :**
The consent agenda for the special January 4, 2019 was adopted as presented. Total expenses for bills and payroll for the month of November were \$52,577.99.
- III. **Old Business:**
 1. Adding Spring/Thanksgiving holiday: Hopkins presented information on the number of holidays. Independence Public library grants 14 days per year; City employees receive 10 days and Coffeyville Public Library grants 12 days. After discussion the board decided not to act on this request at this time.
 2. Audit 2017: Sewell gave an overview of opinions included in the audit. Overall, he said it was a good audit. Sewell moved for the board to accept the audit. Richardson seconded. Motion carried.
- IV. **New Business:**
 1. Floating Holiday: House moved and Anderson seconded a motion to approve the Friday of the Kiddy Parade during Neewollah as the floating holiday for 2019. Motion carried.
 2. Staff Pay Grades: There was discussion regarding staff expenses for the coming year. Becky's retirement in October will create savings until she is replaced. House moved and Richardson seconded the motion to approve a 2% raise for next year. Motion carried.
 3. GAAP Waiver Resolution for 2019: Sewell moved and Richardson seconded a motion to pass resolution 2019-1. Motion carried.
 4. Waive Vacation rollover for part-time staff: Hopkins recommended rolling over vacation hours for part-time staff. Richardson moved and House seconded the motion to do so. Motion carried
- V. **Staff Reports:**
 1. Hopkins reported that the Program book for the first quarter has been printed by the Reporter. They were pleased with the results. Board members are encouraged to attend the Library Open House beginning at 5:15 on Tuesday, January 8. Board members were asked to sell at least one table for the Spelling Bee on February 9. Cost is \$175. Each agreed.
- VI. **Upcoming Events:**
Open House-January 8
Spelling Bee-February 9

VII. Board Comments:

Sewell complimented children's librarian, Charlene, on the program she presented to Rotary.

VIII. Adjournment:

The next regular meeting will be on January 16, 2019 as scheduled at 5:15 in Hopkins office. Meeting adjourned at 5:15 p.m.

Jana Shaver, Secretary

Date of Approval: _____