

Independence Public Library Board of Trustees Minutes  
Wednesday, June 16, 2021

- I. **Call the Meeting to Order:** The regular meeting of the library board was called Order by Chairman Carolyn Torrance at 5:19p.m.  
**Trustees Attending:** Michelle Anderson, Bill Kelly, Rachel Koszalka, Tom Richardson, Tom Sewell, Ron Schwatken and Carolyn Torrance. Absent: James Reed  
**Also Attending:** Library Director Jeri Hopkins, Assistant Director John Long and Recording Secretary Maddison Cochran
  - a. Adoption of Agenda: Tom S. moved and Tom R. seconded a motion to approve the agenda as printed. Motion carried.
  - b. Approval of Minutes: Minutes of the May 19 meeting were approved.
- II. **Consent Agenda:** The consent agenda was adopted as presented. Total expenses for bills for the month of June were \$57,120.75.
- III. **Old Business:**
  - a. Investing Funds and set up separate "Gifts and Grants" account
    - i. Jason Rutledge previously spoke to the library board about how to invest funds that we have received
    - ii. We plan on keeping our financing with Edward Jones.
    - iii. Ron S. moved and Tom R. seconded a motion to invest set aside money. Motion Carried.
- IV. **New Business:**
  - a. Review of previous year financial and general library activities.
  - b. Draft Budget Approval
    - i. Rachel K. moved and Tom R. seconded a motion to adopt the draft budget for 2022. Motion carried.
  - c. Annual Election of Officers
    - i. Nominations
      1. President - Michelle A.
      2. Vice President - Rachel K.
      3. Treasurer - Tom S.
      4. Secretary - Ron S.
    - ii. Rachel K. moved and Michelle A. seconded a motion to approve the slate of the nominated officers. Motion carried.
  - d. First Oak Bank Signatories
    - i. Ron S moved and Tom R seconded to remove Carolyn Torrance from all bank accounts. Motion carried.
    - ii. Ron S. moved and Tom R seconded to add Michelle Anderson as a Bank Signatory on all bank accounts. Motion carried.
    - iii. Bill K. moved and Ron S. seconded a motion to add Michelle Anderson and Rachel K to Gemma Account and the General Account. Motion carried.
    - iv. Bill K moved and Michelle A. seconded a motion to add Michelle to the CD account. Motion carried.
  - e. Community National Bank Signatories: Rachel K. moved and Tom R seconded to remove Charlene Mitchell from the Credit Card account. Motion carried.
  - f. Say Goodbye to Carolyn: The library gift will be left to the discretion of the library staff.
  - g. Board Retreat:

- i. Staff /Library Board Social in order for the staff to meet the new board members.
- ii. Board members retreat in order to learn proper responsibilities and get to know each other. The retreat will be placed on the August agenda for consideration.

**V. Staff Reports:**

- a. The director reported on the strategic planning process.
- b. Indoor programming will begin soon.
- c. The staff did a GAP Analysis of the ideal work environment and concerns with the current environment.

VI. **Executive Session:** Ron S moved that the board go into executive session to discuss an individual employee's performance pursuant to non-elected personnel exception under KOMA, and the open meeting will resume in this room at 6:53 pm.

- a. The board took no action.

VII. **Adjournment: Meeting adjourned at 7:54 p.m. The next regular meeting is scheduled for Wednesday, July 21, at 5:15 p.m.**

**Michelle Anderson, Secretary**

**Date of Approval:** 07/21/2021