

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 returned from the meeting at 6:53 and reported that they took no action as a result of the Executive Session.

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

Ronald Schwatken, Secretary

Date of Approval: 8-11-21

Ronald Schwatken