

Mexico-Audrain County Library District
Minutes for Board of Trustee's Monthly Meeting
January 15, 2020

Call to Order:

The meeting was called to order by President Deimeke at 10:30 a.m. Board members present included Amy Childs, Aggie Deimeke, Roslyn Dial, Bob Fenlon, Connie Hesse, Karen Mossman, Kay Robnett, Steve Sims, and Glenda Williams. Also present: Library Director, Christal Bruner and Office Manager, Monica Taylor.

Approval of bills and minutes:

Approval of November and December bills with a motion by Fenlon, second by Robnett; motion passed 9-0 by roll call vote. Yes votes from Childs, Deimeke, Dial, Fenlon, Hesse, Mossman, Robnett, Sims, and Williams.

Approval of November minutes with a motion by Dial, second by Fenlon; motion passed 9-0 by roll call vote. Yes votes from Childs, Deimeke, Dial, Fenlon, Hesse, Mossman, Robnett, Sims, and Williams.

As there was no Board meeting in December, there were no minutes to approve.

Monthly Reports:

Director's Report – sent in packet

Statistical Report – sent in packet

Committee reports:

Finance/Endowment/Investment Fund Committee ***Fenlon, Robnett, Sims***

The Endowment Fund CD was renewed at The Bank of Missouri on Friday, January 10th. The new CD has a two-year term earning 1.80% interest.

Home Bank Investment CDs matured January 10th. Currently, their best rate is a 5-year CD earning 1.40%. Comparing with other bank CD rates, the Finance Committee recommends redeeming the CDs at Home Bank and investing the funds with First State Community Bank for a term of 54 months at a rate of 1.75%. Fenlon made a motion to proceed with the Finance Committee's recommendation, Hesse seconded; motion passed 9-0 by roll call vote. Yes votes from Childs, Deimeke, Dial, Fenlon, Hesse, Mossman, Robnett, Sims, and Williams.

Fenlon made a motion that the Library Director be given Board approval allowing the Director to authorize automatic payments of utility bills and other routine payments; Mossman seconded. Motion passed 9-0 by roll call vote. Yes votes from Childs, Deimeke, Dial, Fenlon, Hesse, Mossman, Robnett, Sims, and Williams.

The Finance Committee recommended that the mileage rate paid to employees for business travel be increased from the current rate of \$0.35 per mile to match the current IRS mileage rate which is \$0.575 per mile for 2020. Fenlon made a motion to proceed with the Finance Committee's recommendation, Sims seconded; motion passed 9-0 by roll call vote. Yes votes from Childs, Deimeke, Dial, Fenlon, Hesse, Mossman, Robnett, Sims, and Williams.

Property/Equipment/Building Committee

Childs, Fenlon, Sims

Vandalia's new carpet is being installed this week. Mommens Heating & Air will install an air handler in the ceiling at Vandalia to resolve the heating/cooling problem in the entryway. A design is being prepared by Missouri Vocational Enterprises for storage cabinets at Vandalia. A contractor will be looking at the low concrete area outside the main entrance at Vandalia to assess our options to fix that issue.

Personnel Committee

Dial, Hesse, Mossman, Williams

No report.

Unfinished business: None.

New business: We received the Cochran, Head, and Vick bid for this year's upcoming audit. The cost will be \$10,300. Childs moved to accept the bid, Robnett seconded; motion passed 9-0 by roll call vote. Yes votes from Childs, Deimeke, Dial, Fenlon, Hesse, Mossman, Robnett, Sims, and Williams.

Director Bruner noted that after some time-consuming changes and updates to our computer system, we expect to implement the new "fine-free" policy by March 1st. This improvement for Audrain County residents will be widely publicized.

We will look into acquiring a bulk mail permit as we hope to begin a library newsletter to be distributed to Audrain County residents.

Patron concerns: None.

Staff concerns: None.

Executive Session: None.

Other: None.

Adjournment: The meeting was adjourned at 11:15 a.m. with a motion by Hesse; second by Fenlon; motion passed 9-0 by roll call vote. Yes votes from Childs, Deimeke, Dial, Fenlon, Hesse, Mossman, Robnett, Sims, and Williams.

Next meeting: The next regular meeting is scheduled for 10:30 a.m. Wednesday, February 19th, 2020 at the Mexico Library.