

MINUTES

Board meeting

DATE	July 21, 2024
TIME	5:30 p.m.
MEETING CALLED TO ORDER BY	Carolyn Root

IN ATTENDANCE

Charles Barnes, Nicky Conway, Vicky Gulley, Leann McNew, Theresa Poucher, Tiffany Poucher, Carolyn Root, Cherrie Simpson, Nancy Skiles

APPROVAL OF OLD MINUTES

Vicky read old minutes. Vicky made motion to approve. Theresa 2nd . All in.

OLD BUSINESS

Charlie will talk to man from the University about the 18 foot shelves. Vicky suggested having shorter shelves in the middle part so city council can meetings and still have citizens be able to see. Carolyn suggested looking at Rolla market to find metal shelves due to them being a little cheaper. Charlie volunteered to look into Rolla market.

Leann made motion to accept donation of shelves, Vicky 2nd , all in.

Vicky discussed how to be a Missouri Public Library. Vicky discussed the computer system and cost for Koha and Evergreen.

- discussed computer system that can remotely login through a Newburg website
- will have both physical and virtual books available.
- Vicky stated physical books are required to qualify and it will get free Internet.
- Vicky stated all paperwork needs to be filed before 31 July.

Leann made motion for Vicky to file paperwork for Missouri Public Library. Theresa 2nd , all in.

- Leann will get amount in Library account.

- Cherrie inquired about computer system. Vicky stated Missouri Public Library program may supply equipment.
- Cherrie will ask about extra key to building for Carolyn.
- Board agrees that library group chat will only be used for emergency and reminders of upcoming meetings. Board agrees to have meetings twice a month.

NEW BUSINESS

1)Books

- Leann will look into donation of books from Scholastic and Rolla Public Library.
- Carolyn will talk to Edward R Hamilton book company for book donations.
- Vicky suggested putting a big trashcan outside for people to be able to donate. Then quarantined books for a period of time to help decontaminate.

2)Policies

- Policy for book donation read. Theresa made motion to accept Donation policy, Nicky 2nd, all in.
- Policy on Ethics read. 4 yes, 5 no, policy not approved
- Code of Conduct policy read. Theresa made motion to approve Code of Conduct, Cherrie 2nd, all in.
- Internet safety policy read. Nicky made motion to improve Internet Safety policy, Theresa 2nd, all in.

3)Letter heads, for examples presented labeled 1 through 4, bloated by tally marks and final approval accepted.

4)Electronic/software engineer

- Cherrie made motion for Vicky to be in charge of electronic/software, Theresa 2nd, all in.

5)Financial Cherrie made motion for Leann to be designated for library board financial aspects, Vicky 2nd, all in.

Next meeting August 4, 2024 at 5 PM.

Vicky made motion to close meeting, Theresa 2nd, all in.

Meeting closed at 7:04 PM