

DAUGHERTY PUBLIC LIBRARY BOARD MINUTES

October 1, 2019

Daugherty Public Library --- 7:00 PM

Board members present: Kimberley Kuni, Rick Aguirre, Sheryl Frederich, Marlene Kolbe

Board members absent: Rich Bright, Ken Grassel, Monte Miller

Librarian present: Carol Brockmeyer

There were no guests present

The meeting was called to order by President Kimberley Kuni at 7:00 PM.

September board minutes were read with a grammatical correction made to the name of the CPA firm Fisk, Erlennmeyer and Williamson. Minutes were approved as read and corrected with a motion made by Aguirre with a second by Frederich. Motion passed.

Monthly bills were presented for discussion. INTUIT, at the monthly cost of \$67.00, will be included in bills from this time forward. INTUIT calculates monthly payroll.

Joe Corbin, employee, has been recommended by Carol to become a notary public at the cost of \$100. This would allow Joe a three to four year tenure as a notary for the library in addition to Carol. Motion made by Kolbe, second by Frederich for this expense to be allowed, motion carried.

It was noted there was no bill from Harrisonville on this month's list of bills. Motion made by Aguirre, second by Kolbe to accept the bills presented, motion passed.

Librarian's report included conversation Carol had with State Farm regarding bond insurance. Carol was able to get a reduction in insurance cost. Rick Aguirre had a State Farm refund issued to him regarding this in the amount of \$744.00 which was turned over to the library for deposit.

A locking file cabinet has been purchased by Carol in order to secure library records.

Active and lengthy discussion was held by members present regarding the 2019-2020 budget and expenses. Questions were asked by all present in order to better understand the use of funds this year as well as the predicted needs for funds in the future. The budgeted amount for 2020 will be \$265,875.00. Motion was made by Kolbe, second by Frederich to accept the proposed budget. Motion passed.

The budget will be passed on to Mark Peebles, library attorney, for his review. At this time there is no need for a special board meeting to discuss the budget.

A vacation/ sick leave policy for library employees was presented for discussion and review. This item is tabled until the November meeting for further discussion and action.

No **new business** was presented.

No **old business** was presented.

Motion to adjourn the meeting was made by Aguirre, second by Kolbe. Motion passed. Meeting adjourned at 8:49 PM

Submitted by Marlene Kolbe, Secretary

DAUGHERTY LIBRARY TRUST MEETING
October 1, 2019

The trust was called to order by president Kimberley Kuni at 8:49 PN.

September minutes were read by Marlene Kolbe. Motion made by Frederich, second by Aguirre to accept minutes as read. Motion passed.

New Business: A second signature is needed on the trust account. Richard Bright will be asked if he will consent to adding his name to the account. No other information on the accounts at this time.

No **old business** was presented.

Motion was made to adjourn the meeting by Frederich, second by Aguirre. Motion passed. Meeting adjourned at 8:55 PM.

Submitted by Marlene Kolbe, Secretary