

DAUGHERTY PUBLIC LIBRARY BOARD MINUTES

Daugherty Public Library - May 4, 2021 7:00 pm

Board members present: Kuni, Dell, Cleveland, Aguirre, Miller, Branson, Kolbe

Board members absent: none

Librarian present: Carol Brockmeyer

Community members present: none

The May 4, 2012 Daugherty Public Library Board meeting was called to order at 7:00 pm by president Kim Kuni.

The minutes of the April 7th board meeting were read. No additions or corrections. Motion made by Aguirre, second by Dell to approve minutes as read. Motion passed. Minutes will be filed for audit.

Bills were presented for review and discussion. Motion made by Kolbe, second by Branson to accept bills as presented. Motions passed. Bills will be filed for audit.

Librarian's report: Carol shared a copy of the ad for bids for the three heating and air conditioning units. Discussion occurred. A motion was made by Cleveland to hold a special meeting May 26th, at 4:00 pm to open sealed bids. Second by Dell. Motion passed. Carol will post a special meeting will occur on May 26th for the opening of sealed bids.

Carol presented a draft of a letter that will be given to individual who donate goods or money to the library. The draft needs the addition of the FEIN number and needs two grammar and/ or spelling corrections. Aguirre made the motion to approve the letter contingent upon corrections made. Second by Kolbe. Motion passed. Carol will correct the documents and they will be ready immediately for distribution.

Carol has made contact with a handyman who will remove Formica from the check out desk and replace it with wainscot. Discussion occurred. A motion was made by Cleveland, second by Branson, to contract the work with a budget between \$1000 to \$1500 with work to begin as soon as possible. Motion passed.

A safe for the storing of materials and documents pertinent to the history and management of the library has been secured and is installed. Anita Dell is in charge of archiving library document for storage in the safe.

The Summer Reading program is being developed at this time with a projected Tuesday as the meeting, reading, activity, and craft day. Nancy will be assisting with this project. Flyers for the program are being created.

A Promethean board and projector will be donated to the library by School District #196. One of the district employees will install both for the library. Because of the reconfiguration of the library conference room to accommodate the new technical equipment, discussion was held regarding a showcase and the swimming team trophies that have been on display for some time in that area. Because the trophies have no relation to the library, it's mission, or its history, a motion was made by Aguirre, second by Dell, to write a letter to Hilltopper's Swim Club, asking them to remove the trophies, trophy case, and giving them thirty days to do so. If not removed by that time the case and its contents will be disposed of. Motion passed.

With no other discussion, a motion was made by Dell, second by Miller to accept the director's report. Motion passed.

New Business: at 7:40 pm Judge Aguirre swore in the following newly elected board members: Linda Branson, Anita Dell, ID Cleveland, Kim Kuni. One board position remains to be filled. Discussion was held about filling the position as some community members have indicated an interest in serving on the board. Motion made by Aguirre, second by Branson, to table selection of a board member until dissemination of information is given to potentially interested parties for purpose of appointment. Motion passed.

Final

A letter was read from the city of Columbia regarding the annexation of property that might impact the library district. Discussion of the letter occurred. ID Cleveland will pursue more information and a copy of the letter will be sent to attorney Mark Peebles. Mark and ID will report back at the June board meeting.

Library Board Officers were nominated and elected by acclamation..

President: Kim Kuni - motion made by Aguirre, second by Dell, motion passed

Vice President: Rick Aguirre - motion by Kolbe, second by Dell, motion passed

Secretary: Marlene Kolbe - motion by Dell, second by Cleveland, motion passed

Treasurer: Rick Aguirre resigned from the treasurer's position and did not seek reappointment. Motion made by Kolbe to nominate Dell, second by Branson, motion passed. Anita Dell is board treasurer.

Motion made by Aguirre, second by Branson to pay \$506 bonding fees for Dell -- motion passed.

Discussion was held about forming sub committees that would assist with management of library issues and business. A motion was made by Kolbe, second by Branson to form the following committees with the following board members -- motion passed.

Building and Grounds: Cleveland, Aguirre (third member needed)

Finance: Dell, Kuni, Branson

Community Outreach: Kolbe (two members needed)

The importance of a meeting agenda was discussed. Motion made by Dell, second by Cleveland to post meeting agenda the Thursday before monthly board meeting. Motion passed.

Monte Miller's name will be removed from the fire alarm notification and will be replaced by Kim Kuni.

Old Business: none

With no further business a motion was made by Cleveland, second by Dell to adjourn the meeting, Motion passed. Meeting adjourned at 8:23 pm.

Submitted by Marlene Kolbe, Secretary

DAUGHERTY PUBLIC LIBRARY TRUST MEETING May 4, 2021

The May 4, 2021 Trust meeting was called to order at 8:31 pm.

The minutes from the April 7, 2021 meeting were read. Motion made by Cleveland, second by Dell to approve minutes as read. Motion passed.

New Business: Anita Dell was elected as treasure of the trust upon resignation of Rick Aguirre. Motion made by Kolbe, second by Branson, motion passed. Anita and Kim will do the necessary paperwork reflecting the new treasurer's name on all necessary paperwork.

The board approved the removal of Rich Bright and Rick Aguirre from the trust account and all other financial accounts. Their names will be replaced with the name of Anita Dell.

Old Business: none

With no further business a motion was made by Aguirre second by Kolbe to adjourn the meeting. Motion passed. Meeting adjourned at 8:30 pm.

Submitted by Marlene Kolbe, Secretary