

**ST. JOSEPH PUBLIC LIBRARY**  
Meeting of the Board of Trustees  
February 28, 2017, 5:00 p.m., East Hills Library

**MINUTES**

The regular monthly meeting of the St. Joseph Public Library Board of Trustees was held on February 28, 2017 at 5:00 p.m. in the East Hills Library. Board members in attendance were Mike Cadden, Barbara Maxwell, Betty Sawin, Brad Weil, John Welch and Ingrid Woodbury. Dan Mefford, Alison Schieber and Jason Tindol were absent. Shirley Blakeney, Deloris Foster and Mary Beth Revels were present from the staff. No one was present from the public or media.

Vice President Ingrid Woodbury called the meeting to order and the roll call was taken.

Under approval of the minutes, **Dr. Cadden moved and Ms. Maxwell seconded to approve the minutes of the January 24, 2017 meeting of the Board of Trustees, as presented. All Board members in attendance voted "yes." The motion carried.**

Under approval of monthly expenditures, **Dr. Sawin moved, Mr. Welch seconded, to approve checks #29388 through #29447, payroll checks #10238 through #10250 and January's direct deposits. All Board members in attendance voted "yes." The motion carried.**

Ms. Revels presented the financial reports for the month of January prepared by Liechti, Franken & Young, LLC. Dr. Tindol and Ms. Revels met with the accountant the previous week. Over two million dollars was received in tax revenue during January. Ms. Revels explained the higher than normal "Commission of Collection" and "Reassessment Charges" expenses were related to the tax revenue. **Mr. Welch moved, Ms. Maxwell seconded to accept the financial reports as presented. All Board members in attendance voted "yes." The motion carried.**

Ms. Revels reported that two audit proposals were received. She detailed the differences in the proposals. **Dr. Tindol moved, Dr. Sawin seconded, to contract with Cochran Head Vick & Co., P.C. for auditing services. All Board members in attendance voted "yes." The motion carried.**

Ms. Revels reported that Will Stuck plans to leave the library and become a professional performer. She has discussed with Mr. Stuck the possibility of some community performances via a contract over the next year and she was given permission to pursue that.

There were no other financial issues.

Under the Monthly Report, Ms. Revels reported that she and Jenny Ellis, Children's Librarian at the Carnegie Library, attended Library Advocacy Day in Jefferson City and met with local legislators. The library received an LSTA grant to help underwrite the upcoming Summer Reading Program. Reference Librarian, Jennifer Sanders-Tutt recently launched an Oral History Project and has received a good response from the community.

Under reports of Committees, Ms. Revels reported that a portion of a brick wall in the park at the Washington Park Library fell because of erosion. Branch manager Karen Schultz contacted a mason and is waiting to hear back from them.

Under old business, Ms. Revels reported that she has been in contact with several people in regard to the August 8 levy renewal.

There was no other old business.

Under new business, Ms. Revels presented two new policies, "Oral History Donor Agreement" and "Oral History Project Deed of Gift." Suggestions were made to edit the policies. Edits will be made to the policies and they will be resubmitted for approval.

Board members accompanied Shirley Blakeney, branch manager of the East Hills Library, to the Maker Space area where they learned of recent and upcoming program plans.

There was no other new business.

The next meeting of the Board of Trustees will be Tuesday, Mach 28, 2017 at 5:00 p.m. at the Washington Park Library.

There being no further business, **Dr. Sawin moved, Mr. Weil seconded to adjourn the meeting. Motion carried.**

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Mary Beth Revels  
Secretary Pro Tempore