

# **Coffey County Library Board Meeting**

**October 17, 2011**

**Burlington Branch, 6:00pm**

**Board Members present:** Janet Lewis, Judy Bentley, Leanne Burriss, Paul Herrman and Connie Kunkel

**Staff Members present:** Jenifer Trimble, Janet Birk, Valerie Williams, Cindy Stohs, Jackie Clarkson, and Mary Barker

**Call to Order:** The monthly meeting of the Coffey County Library Board was called to order at 6:02 p.m. by Board Chairman Janet Lewis.

**Introductions:** There were none.

**Approval of Minutes:** Connie moved to approve the minutes of the September 19, 2011 meeting. Judy seconded the motion. Motion carried unanimously.

**Correspondence:** A report was received from NCCI Inc, which detailed our workers compensation experience rating showing our experienced losses were much lower than the expected.

**Treasurer's Report:** Leanne gave the Treasurer's Report.

Farmers State Bank of Aliceville Warrant Checking Account:	\$	2,562.50
Farmers State Bank of Aliceville Money Market Account:	\$	579,627.96
Farmers State Bank of Aliceville Special Funds Account:	\$	23,970.14

Capital Improvement CD # 6904668	\$	66,625.44
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Amount pledged at Farmers State Bank of Aliceville:	\$	750,076.39
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Leanne moved to approve the bills for the period September 20, 2011 to October 17, 2011 paid by checks 20538 - 20612 from the Farmers State Bank of Aliceville Warrant Fund checking in the amount of \$30,181.64 and Special Fund Checks #1904 - 1909 in the amount of \$ 137.56 be approved. Judy seconded the motion. Motion carried unanimously.

**Administrator Report:** Jenifer reminded the Board that the annual staff Inservice will be held on Friday, November 18 at the LeRoy Branch. The Board is invited and welcomed to attend. Annual performance reviews are being scheduled with the staff and will be completed by November 17<sup>th</sup>. Blown fuses and possible electrical surges at the Burlington Branch have prompted us to have Design Mechanical to install a \$300 monitor on the HVAC that will record when a fuse blows and the reason behind it. This will help us to hopefully correct the problem.

**Committee Reports:** Public Relations Committee Meeting minutes were distributed.

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**Unfinished Business:** None

**New Business:**

- A. *Depository Institution*** – Historically the library has moved our banking relationship every three years. Citizens State Bank is next in the rotation. Paul Herrman moved to transfer our banking relationships (3 accounts) to Citizens State Bank. Connie seconded the motion and it was approved unanimously.
- B. *Staff Appreciation*** – Judy moved to present each staff member with \$50 in Chamber bucks at Inservice as appreciation of their service over the past year. Leanne seconded the motion and it passed unanimously.

**Public Comments:** Jackie invited the Board to the Waverly Branch on Wednesday evening for their Dracula program and to the Gridley Branch also on Wednesday for the World War II program.

**Next Meeting:** The next meeting will be held on Monday, November 21, 2011 at 6:00pm at the Burlington Branch.

**Motion to Adjourn:** Judy moved the meeting adjourn at 6:15pm. Connie seconded the motion and it passed unanimously.