

JEFFERSON COUNTY LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING – DECEMBER 19, 2006

The Jefferson County Library Board of Trustees met in regular session at the Northwest Branch of the Jefferson County Library, 5678 State Road PP, High Ridge, MO 63049. President Retta Tuggle called the meeting to order at 7:25 p.m.

ROLL CALL OF MEMBERS:

Board members present: Phil Amato, Sharon Reineri, Retta Tuggle; quorum present. Excused was board member Paula House. Staff present: Director Pam Klipsch, Assistant Director Debby Byron, Branch Managers Elizabeth Link and Cindy Hayes, IT Manager Jay Manning, JCL attorneys Jack Stewart and Bianca Eden.

ACKNOWLEDGEMENT OF VISITORS:

None present.

ACCEPTANCE OF AGENDA:

Assistant Director Debby Byron was appointed Acting Secretary of the meeting. Reineri moved, seconded by Amato to accept the agenda; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

APPROVAL OF MINUTES OF NOVEMBER 21, 2006:

Upon a motion by Amato, seconded by Reineri, the minutes of the November 21, 2006 Regular Board Meeting were accepted as presented; by roll call vote, motion passed with three (3) in favor and none (0) opposed. Amato motioned, seconded by Reineri that the minutes of the November 21, 2006 Executive Session Meeting minutes be approved as presented; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

PUBLIC PRESENTATIONS:

None.

DIRECTOR'S REPORT:

Klipsch distributed copies of brochures for the Circuit Breaker Program. JCL is handling the publicity.

Klipsch distributed a draft of the revised and reorganized personnel policy. Stewart and Eden have reviewed the draft and suggested changes. A revision concerning the possible disallowance of comp time may be forthcoming. Approval of the policy will be on the January agenda. After approval, the policy will be indexed.

Klipsch distributed a revised organizational chart. Jeane Tornatore was promoted to Manager of Technical services. Tornatore's promotion was budgeted in 2007. Manning is now the Information Technology Manager. The necessary split results from the growth of the district as well as the rapid changes in technology.

Official notification has not been received; however, Klipsch was informed that JCL was awarded a full grant for the Community Survey and summer reading outreach program and about half of a grant for CASSIE.

Arnold suffered another water leak, this time in the YA area, because of the recent ice storm. An insurance claim has been filed. Gary Wille was on the roof and found no roof or skylight damage. Free moving shelves were moved from the skylight.

Roof repairs were needed to stop a leak at Northwest, also.

Klipsch and Duree will attend MLA Library Advocacy Day on February 6, 2007. Klipsch suggested that JCL should pay for all Jefferson County legislators' banquet costs, since we are asking them to approve legislation. State Librarian Connroy will give Missouri State Library support of the bill. McKenna has offered his office as a central gathering place.

ASSISTANT DIRECTOR'S REPORT:

The fence behind the Northwest Branch, damaged by an automobile accident, has been repaired. SDA has issued the invoice for the remainder of their expenses for the Arnold wall leak. The board will consider the invoice at the same time that the rest of the financial issues are resolved. Byron informed the board that the City of Arnold invoiced for final site work costs. When the check is issued, \$3990.00 will be deducted for landscaping costs that the City of Arnold owes JCL. Byron has been trying to collect on this amount for several months.

ATTORNEY'S REPORT:

Arnold wall leak letters were not mailed out to participants until December 18. We should be hearing from them soon.

Stewart will research the potential comp time issue.

The sign policy was sent to Jefferson College and the Rec Center to ask for feedback. A request to increase maximum size to 32 square feet was made. The college was concerned about being limited to three signs a year, 30 days each and asked the board to consider adding 2 more signs for 2 weeks each to advertise special events. The board decided to try the following, per entity, for one year, using a sunset provision: three signs limited to 30 days and two additional signs limited to 2 weeks; 32 square foot maximum; maximum height of 4'; maximum length of 8'; no higher than 6' with posts.

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COMMUNICATIONS:

The Missouri State Library sent a thank you to JCL for hosting a bilingual story time workshop, as well as information on the Winter Institute. The Arnold project was featured in the latest issue of *Real Estate and Construction Review*.

UNFINISHED BUSINESS:

Amato has concerns about the solar lighting company in California, as their lights have not met MODOT specifications. Another possibility is a company that “shoots” electric lines underground.

NEW BUSINESS:

Amato informed the board of a new MODOT grant for sidewalks in areas within 2 miles of a K-8 school. The school must initiate the grant. The new MODOT engineer has offered to help with paperwork. This might be a possibility for the Arnold Branch.

The Director’s evaluation will be taken care of after the January 2007 meeting.

ADJOURNMENT:

Reineri moved, seconded by Amato to adjourn; by roll call vote, motion passed with three (3) in favor and none (0) opposed. President Tuggle adjourned the meeting at 8:40 p.m.

Respectfully submitted,

Debby Byron
Acting Secretary