

**JEFFERSON COUNTY LIBRARY
BOARD OF TRUSTEES, FEBRUARY 20, 2007**

The Jefferson County Library Board of Trustees met in regular session at the Arnold Branch of the Jefferson County Library District, 1701 Missouri State Road, Arnold, MO, on Tuesday, February 20, 2007. President Retta Tuggle called the meeting to order at 7:15 p.m.

ROLL CALL OF MEMBERS:

Board members present: Paula House, Sharon Reineri and Retta Tuggle; quorum present. Staff present: Director Pam Klipsch, Assistant Director Debby Byron; Branch Manager Elizabeth Link, IT Manager Jay Manning, and JCL attorneys Bianca Eden and Jack Stewart.

ACKNOWLEDGEMENT OF VISITORS:

None.

ACCEPTANCE OF AGENDA:

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

APPROVAL OF MINUTES:

Upon a motion by House, seconded by Reineri, the minutes of the regular January 16, 2007 meeting were approved as presented; by roll call vote, motion passed with three (3) in favor and none opposed. Upon a motion by Reineri, seconded by House, the minutes of the January 16, 2007 executive session meeting were approved as amended; by roll call vote, motion passed with three (3) in favor and none opposed.

PUBLIC PRESENTATIONS:

None.

FINANCIAL REPORT: TREASURER

Reineri reported that a \$200,000 investment came due on February 7th in the Fox-Windsor Subdistrict. The funds were reinvested for six months in a FNMA discount note at a rate of 5.073. An internal audit check was performed on two Fox-Windsor Subdistrict checks and one Northwest Subdistrict check. No irregularities were noted.

ACTION ON BILLS:

Reineri moved, seconded by House to approve disbursement of the Resolution Number R2007-2: Standard Bills; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

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DIRECTOR'S REPORT:

Byron is trying to reschedule the meeting to deal with the wall leak but has not had any success yet.

Dr. Terry Jones is meeting with the management staff on Tuesday, February 27, to discuss the draft questions for the community survey. He will meet with the board at the next board meeting, March 20th. A special board meeting will be scheduled on March 29 for presentation of the annual audit.

Jo McCredie is working on the last panel for the mural.

The Library Advocacy Day report was contained in the board packet. Klipsch reported that the house bill hearing went well and that there were neither questions nor concerns voiced. The next step is for the bill to be placed on the consent calendar. Senator McKenna offered his support in gaining approval in the senate.

Duree and Klipsch attended a Missouri State Library sponsored town hall meeting at St. Louis Public Library. The focus of the meeting was the State Library's long-range plan, specifically LSTA funding.

A second request for waiver of non-resident fees was received from Mrs. Leech. Duree checked into a group to fund a library membership for Mrs. Leech, but did not succeed in finding such financial support. The board would like to waive the fee, but due to current policies, is unable to do so. Klipsch will relay this information to Mrs. Leech along with the board's apologies.

At the March board meeting, Bill Biedenstein of the Highway 30 Foundation will present information on the Chautauqua that the foundation is organizing.

ASSISTANT DIRECTOR'S REPORT:

Byron has been preparing for the start of the annual audit. After looking at the Northwest property survey, it was deemed that the reflective signage that the Northwest Friends offered to purchase and place at the upper parking lot entrance would have to set too low, to stay off Mo-DOT right of way, and to be effective.

ATTORNEY'S REPORT:

As previously mentioned, the wall leak meeting has not yet been rescheduled.

Eden presented a revised draft of the sign policies for board approval. House moved, seconded by Reineri to approve the sign policy relating to exterior signage at the Arnold location and the policy regarding political signage, as presented; by roll call vote, the policies were approved as presented, with three (3) in favor and none (0) opposed. First

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Cup, the City of Arnold and Jefferson College will be given a copy of the new exterior signage policy.

COMMUNICATIONS:

Klipsch received an e-mail from the Missouri Library Association announcing that a group of Republican representatives has introduced a TABOR bill; Klipsch suspects an organized effort of opposition to follow shortly.

UNFINISHED BUSINESS:

10.a. Solar Lighting

Nothing new to report.

10.b. Other

None.

NEW BUSINESS:

11.a. Approval: Purchase of Dell Computers

Replacement of seven of Northwest's computers, is budgeted and part of the district's computer replacement plan. Quotes were obtained from Gateway (\$7,560.00), Dell (\$7,587.37) and HP (\$8,186.00). Byron recommended accepting the Dell quotation as the best and most qualified bid. Manning commented that JCL has experienced positive performance and dependability with Dell computers. Dell also offers the best technical support. Reineri moved, seconded by House, to accept the quotation of the Dell computers as the best and most qualified bid; by roll call vote, the motion passed with three (3) in favor and none (0) opposed.

11.b. Approval: Corporate Resolution to Obtain Credit Cards

Stewart voiced concerns with the corporate resolution to obtain credit cards, received from Commerce Bank. The district by-laws may need to be amended, with a separate section to address credit card issues. Stewart advised that the corporate resolution could be approved if modified as follows: 1) the name needs to be listed as "Jefferson County Library District", 2) the phrase "bank card" needs to be changed to "credit card", and 3) the resolution must contain the credit limit phrase "with a maximum credit limit of \$15,000." House moved for the execution of the corporate resolution to obtain credit cards as modified, therein, Reineri seconded the motion; by roll call vote the motion passed with three (3) in favor and none (0) opposed.

11.c. Other

Board member House discovered a website that offered grant money for initiating reading. House will email the website to Klipsch.

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ADJOURNMENT:

Reineri moved, seconded by House to adjourn; by roll call vote, motion passed with three (3) in favor and none (0) opposed. President Tuggle adjourned the meeting at 8:00 p.m.

Respectfully submitted,

Debby Byron
Assistant Director for Business & Finance