

## Minutes March 27, 2014

### Nevada Public Library Board of Trustees

The Nevada Public Library Board of Trustees met on March 27, 2014 in the library meeting room. The meeting was called to order at 5:15 p.m.

Those in attendance were Tom Bunton, Annie Daugherty, Jim Erpenbach, Kathy Leimkuehler, Shirley Rainey, Lucille Walker, and Sarah Swearingen. Gerald McBeth was excused.

The agenda for the meeting was approved as proposed.

A discussion of board business was held. Board members discussed the application of Janet Wray to serve on the board. Board voted 7-0 in favor of sending J.Wray's application on to the city council for consideration. City clerk, Bev Baker, was contacted by library director on March 31, 2014 with this request.

The minutes from February 27, 2014 were read and reviewed. With no changes or objections to the minute report, the report stood as approved.

The director gave her report.

Facilities report was reviewed.

In addition to the report, a **patron concern** was brought before the board re: Automatic main entrance door openers. Library director read the concerns of Ruth Wilson to the board. The board reviewed current ADA policy and the estimated expense to install hardware to operate the doors automatically. The board discussed benefits and risks of automatic openers and decided to not take action at this time, but matter will remain under advisement.

Also added to the report was a damaged awning that the wind broke just before the board meeting. A wire tether was installed as a temporary fix to secure the awning frame. Mark Rives will repair the frame or order a new one if needed.

The monthly financial report, February 2014, was reviewed. There were no objections to the report. Sarah Swearingen made a motion to approve the report as presented. The motion was seconded and carried. 7-0

#### Old Business:

**No old business for second reading.**

#### New Business:

- 2013-0301: Review & Renewal of Employee Health insurance
  - Estimated changes in premiums as prepared by Sharon Kegler, City of Nevada, were presented to the board for review. A motion to continue the current plan with an expected increase of up to 6% was made by Tom Bunton and seconded. The motion carried 7-0.
- 2013-0302: Contract renewal & Updated authorized personnel – Safe Deposit Box @ Arvest Bank
  - Information re: a safe held at Arvest bank was presented to the board. The board appointed the following as signers to the account: Jodi L Polk, Library Director (and future persons appointed as Library director)
    - Thomas Bunton, Board Treasurer (and future persons appointed as Board Treasurer)
    - Shirley Rainey, Board President (and future persons appointed as Board President)
  - Effective 3/27/2014
  - The board authorized Jodi Polk to access the box with a witness and she will disclose the contents at the next meeting.
  - The motion to carry forth these actions was made by Tom Bunton, seconded and carried 7-0.
- 2013-0303: Policy addition- Video Surveillance Policy was reviewed and a motion to approve the policy was made by Shirley Rainey and seconded. The motion carried 7-0.
- 2013-0304: An estimate prepared, by Mark Rives, to repair the damaged area in the front parking lot was considered. Due to the patch applied to the hole between the estimate submission date and the date of the meeting, the board decided to not take action at this time, but noted that standing permission for this repair is issued if an emergency repair is needed.

#### Other issues:

Randy Marti or Sharon Kegler, City of Nevada, were scheduled to meet with the board this evening. Due to a conflict in schedules, they will present the anticipated increase in property insurance premiums at the regular April meeting.

**The next regular meeting was set for April 24, 2014 @ 5:15 p.m.**

The meeting was adjourned at 5:50 p.m.

jp