

Minutes January 23, 2020

Nevada Public Library Board of Trustees

Nevada Public Library, 212 W. Walnut St., Nevada, MO 64772

The Nevada Public Library Board of Trustees met on January 23, 2020 in the library annex.
The meeting was called to order at 5:15 p.m by Jodi Polk, Library Director.

Those in attendance were:

Library Director, Jodi Polk
Lucille Walker
Margie Carter
Janet Wray
Judy Hurt
Cyndia Haggard
Angela Hedges

Absent:

Amy Hertzberg
Shirley Rainey
Denise Hedges

The **minutes reports** from November 21, 2019 was reviewed. Walker motioned to approve, Wray seconded.

Vote 6-0. Motion to accept the minute report of November 21 as presented – **approved**

The **minutes reports** from December 4, 2019 (Special Meeting) was reviewed. Walker motioned to approve, Carter seconded.

Vote 6-0. Motion to accept the minute report of December 4 as presented – **approved**

The **minutes reports** from December 23 (Special Meeting) was reviewed. Haggard motioned to approve, Walker seconded.

Vote 6-0. Motion to accept the minute report of December 23 as presented – **approved**

The director gave her report.

Facilities report was reviewed.

Director gave each member present a review form and a return envelope to submit the 2019 Library Director's annual performance evaluation.

Financial Report November 2019 prepared by Ralph Shumaker, CPA was reviewed.

Hurt motioned to approve, Wray seconded. **Vote 6-0.** Motion to accept the November 2019 financial report – **approved**

Financial Report December 2019 prepared by Ralph Shumaker, CPA was reviewed.

Walker motioned to approve, Haggard seconded. Vote 6-0. Motion to accept the November 2019 financial report -- **approved**

Old Business:

2019-0802 : Collection Development Policy (review/update) Policy was reviewed. Polk explained that the policy has been revised to eliminate the procedural instructions that were in the original Collection policy. **Haggard motioned to approve the Collection Development Policy as presented. Hurt seconded. Vote 6-0.** Motion to accept the Collection Development Policy-- **approved.**

2019-1101: Library Director Annual Performance Review Polk submitted the tallied results of the received evaluation forms. 7/9 were returned for recording. Board members were asked to review the tally and attached comments. No action required.

New Business:

2020-0101: Review of RFP response for City Insurance Consultants – Discussion was held. No board action required. Polk will submit the summary of comments to Interim City Manager, Mark Mitchell.

2020-0102: Custodial Services vendor: EMS/Wichita, KS – Discussion was held and a proposed increase in monthly fee was reviewed. Documents from James McDowell state that rates will increase from \$498 to \$563, a 13% increase, which is just six months after a 17% increase in 2019. **Wray made a motion to discontinue service with EMS effective March 1, 2020. Walker seconded. Vote 6-0.** Motion to discontinue custodial service with EMS – **approved** Polk will notify Mr. James McDowell/Executive Management Services.

The next regular meeting was set for February 27, 2020 @ 5:15 p.m.

The meeting was adjourned at 6:43 pm

Respectfully submitted for review by Jodi Polk

Margie Carter (signed copy on file)

Approved 2/27/2020

Board Secretary