

**Neosho/Newton County Library Board Meeting
Minutes of the Meeting
July 19, 2016**

Board Members Present: Jonathon Russell, Margaret Crook, Beth Styron, Jann Burnett, Phyllis Blackwood, Karina Cole, Melanie Cox

Absent: Keri Collinsworth, Chris Youdas

Library Staff Present: Carrie Cline, Library Director and Sharon Meredith, Collections Manager

Board President Jonathon Russell called the meeting to order at 4:00 pm.

Introduction of Board Members/Guests

Newly appointed board member, Karina Cole, was introduced and farewells were said to Melanie Cox, who is moving to Marshfield to start a new teaching job.

Correspondence/Public Comments

None.

Consent Agenda: Minutes, Budgeted Expenses, Financial Report

Minutes of the regular NNCL board meeting, June 21, 2016, statement of revenue/expenses, budget summary, bank accounts, and balance sheet were reviewed and discussed. Review of bills to pay, checks written, monthly revenue reports from Neosho and Seneca, and tax checks was conducted. Motion was made to approve the consent items by Phyllis Blackwood, seconded by Melanie Cox; motion carried.

In further discussion, a motion was made by Melanie Cox and seconded by Jann Burnett to move funds in a certificate of deposit at First Community Bank which is maturing on July 26, 2016, to the Community Foundation of the Ozarks account. Motion carried unanimously on a roll call vote.

Staff Reports

There will be some holdback in state funds from the governor's office; we do not know how much at this time but state aid is a small portion of our budget so the effect should not be drastic.

Our auditor will attend the August or September meeting. She has requested that the board treasurer should check invoices against checks each month, mainly as a matter of transparency. This will be especially important with expenses on the building project coming up.

Old Business

- a. Budget Committee – Beth Styron gave a report regarding development of next year's budget. The committee has met once and has a budget under development. Particular attention is being paid to the payroll budget, taking into consideration salary increases, changes in staffing once the new wing is open to the public, and increases in children's programs, travel & meetings and public relations to reflect increased activity in those areas.
- b. Building Project – President Jonathon Russell reported that we are still waiting on a first draft of a contract from Branco. He had a conversation with our attorney, Andy Woods, regarding new legislation that affects design/build projects over \$3 million. Since Branco's bid is \$1.7 million, we do not anticipate that this will affect our project.

New Business

- a. The bid for health, dental and life insurance was reviewed. Motion was made by Phyllis Blackwood to accept the bid, seconded by Melanie Cox and approved unanimously on a roll call vote.
- b. The following slate of board officers was presented:

President – Jonathon Russell
Vice President – Beth Styron

Secretary-Keri Collinsworth
Treasurer-Chris Youdas

Margaret Crook made a motion to accept the slate as presented, Melanie Cox seconded and the motion carried unanimously.

Closed Session

None

Adjournment

Motion to adjourn was made by Melanie Cox, seconded by Beth Styron; motion carried at 4:42 pm.

Next regular board meeting: September 20, 2016, at 4 p.m.

Respectfully submitted,
Beth Styron, Acting Secretary