

Port Library Board of Trustees
Regular Meeting
June 04, 2012

Present were: Rick Larson, Verlin Kolman, Kitty Wagner, Jeri Bates and Director Rachel Malay. Attending but arriving late were Sally Williams and Connie Kopsa. Craig Cousland was absent.

President Verlin called the meeting to order at 5:30 p.m. The minutes of the May 7 meeting were approved on a motion by Jeri with a second by Kitty. The financial report was reviewed. A motion to approve the report and pay the bills by Rick with a second by Kitty was approved.

Rachel reviewed her director's report and reminded everyone that this is our last meeting in this building. We start moving on the 11th and will be closed for two weeks. Andrea Weidenhaft, youth services librarian, has taken on the duties of technology librarian/program coordinator as of June 1. Rhonda Rucas has resigned as of June 15th and there is a person interested in her position. Due to postal regulation we will be changing to a P.O. Box for our mail and not a street address. So far we have about 50 volunteers to help with the move.

OLD BUSINESS: New Building Progress: The Certificate of Substantial Completion has been signed. The discussion about an e-book content service was tabled till July. Memorial and donation recognition for the new building were tabled till July.

NEW BUSINESS: Grand Opening plans (date to be set for some time in August) for the new building were tabled till later. Changes in the computer use policy were discussed. Rick made the motion to approve the policy changes and Jeri seconded and the motion was approved. There was some discussion about a credit card for library use. Rachel has an application that will need a signed resolution to accompany it. The resolution is below:

The following resolution was adopted by a majority of the Board of Trustees voting in favor, in an action of the board on June 04, 2012.

Resolved by the Board of Trustees of the Port Library, having determined that the Port Library has need of the use of a credit card, will submit an application for a Visa Commercial Card to UMB Bank to be issued in the name of the business and the name of the director with an aggregate credit line under \$3,500.00.

The motion to pass the resolution was made by Rick Larson and seconded by Sally Williams. The vote was unanimous.

There being no further business the meeting was adjourned.

Rick Larson Sec.