

Tonganoxie Library Board of Directors February 20, 2019 - Meeting Minutes

Library Board Attendees: Angela Bowlin, Jake Dale, David Frese, Brittany McWilliams, Teri Morgan, and Steve Skeet

Also Present: Curtis Golba (JE Dunn), Emily Held (JE Dunn), Nicole Holifield (Library Director), Michelle Kaiser (Benson Method), Jim Stufflebeam (Sapp Design Architects), Kate (Sapp Design Architects)

Not Present: Allyson Brumley and Brian Manus, Meagan Vestal and Hayley Wells

Call to order: Meeting called to order at 7:10pm by Skeet.

Agenda: Frese moved to approve the agenda. Morgan seconded. Passed unanimously.

January 2019 Meeting Minutes: Bowlin moved to approve the January 2019 meeting minutes. Frese seconded. Passed unanimously.

Committee Reports

New Building Committee: The Design-Build team presented the latest update to the progress on the new building. The team presented the latest timeline and progress towards construction. The team is encouraging that any company that wants to be considered for bids should be contacting Held to begin the process and get on the list for consideration. Stufflebeam presented the design schematics for the exterior and interior of the building.

Bowlin moved to approve the schematic site plan presented by the Design-Build team for presentation to City Council at their February 21, 2019 meeting. Morgan seconded. Passed unanimously.

Morgan moved to approve the schematic design floor plan presented by the Design-Build team for presentation to City Council at their February 21, 2019 meeting. Bowlin seconded. Passed unanimously.

Finance Committee Report: Holifield presented a new format for the financial report. Board gave positive feedback with a few minor adjustments.

Kramer and Associates will come next month to present the audit results. The 2018 audit will be performed in May.

Morgan moved to approve the financial report. Dale seconded. Approved unanimously.

Personnel Committee Report: No report presented.

Grounds Committee Report: No report presented.

Library Run / Sunflower Run: No update.

Foundation: No report presented.

Friends of the Library: Presented the idea of a parade right before the Mayor's Christmas Tree lighting. The city seemed to like the idea. More follow-up will continue.

Latest Nerd Nite was held on February 16, 2019; however, there was lower attendance due to weather. The next Nerd Nite is currently scheduled for March 16, 2019 and will include a speaker about Delaware Indians, someone who worked at NASA, and one other person. It has been considered to move the

Discussion Items and New Business

Member Resignation: Allyson Brumley has missed more than three meetings and per the Board Policies is considered as resigning from the board.

Strategic Plan Review – Manus and Frese met to review and edit the Strategic Plan. Holifield presented the edited version. Dale moved to approve the Strategic Plan as presented. Morgan seconded. Passed unanimously.

Director's Report – Holifield reviewed the Director's Report that was submitted.

Adjournment: Dale moved to adjourn the meeting. Bowlin seconded. Passed unanimously. Skeet adjourned the meeting at 9:24pm.