

APPL BOARD OF TRUSTEES MINUTES

November 8, 2022

6:02 Call to Order

Present: Karen Bentz, Sharon Mellor, Bill Mellor, Debi Veranth, Buie Hancock, Pam Papworth, Lisa Oakley, Mandie Muehlhausen, and Matthew Jordan (Regional Director).

Absent: Lauren Mellor, Tracy Starker

Pam Papworth moved to accept the minutes for our September meeting and it was seconded by Bill Mellor. Approved

Treasurer's Report

Bill presented the report and stated that the budget sent to the city had an error and would be corrected and sent back to the city on November 9th if all parties were able to sign.

We have received half the budget from the city and the second half would be available to us in the spring. Our Special Project was funded at \$19,666.69.

QuickBooks Time is currently being used by all employees. It is an electronic time management system.

Our employees are offered an opportunity to participate in an IRA with a 3% match from our funds.

It is suggested that all documents that are sent out go out to all trustees in PDF form so that all can access the documents regardless of what computer they use.

Bill Mellor stated the budget must be revised to reflect changes in payroll and city requests. Finance Committee will meet with Mandie to complete.

Debi Veranth moved to accept the Treasurer's Report and it was seconded by Sharon Mellor. Approved

Director's Report reviewed and discussed the need for new furniture for the teen area. This will be looked at if funds become available.

Regional Director's Report

Matthew Jordan gave out certificates to all trustees that could attend the trustees meeting in Jefferson City. Everyone stated that the meeting was productive.

Matthew requested to be removed from the Collection Development Policy.

Debi Veranth moved to accept this recommendation and it was seconded by Bill Mellor. Approved

Debi Veranth moved to remove section C Inclement Weather from the HR Handbooks since this is addressed elsewhere. This was seconded by Karen Bentz. Approved

New Business

Mandie shared the proposal from Patterson Pope for the fire cabinet.

Sharon Mellor moved to accept the proposal and it was seconded by Karen Bentz. Approved.

Mandi requested permission to hold passive fundraising events and use these funds for a bulletin board to share mental health recourse's for our patrons.

Debi Veranth moved to accept this request and it was seconded by Sharon Mellor. Approved.

7:15 Meeting was adjourned