FRANKFORT COMMUNITY PUBLIC LIBRARY

Regular Meeting of the Board of Trustees

June 11, 2018

The Frankfort Community Public Library Board of Trustees met following the Clinton County Contractual Public Library Board of Trustees’ meeting. The meeting was held at the Frankfort Community Public Library, with President Annie Bacon, presiding. Present were Marc Hodges, Phoebe Smith, Pam Powers, Jeff Tatum, Gregg Williamson, Director, Jen Casey, Assistant Director, and Kathy Johnson, Treasurer. Pam Nichols and Jarod Cates were not present.

MINUTES: The May Minutes were approved as presented.

TREASURER’S REPORT: The May 2018 Treasurer’s report was approved as presented. The Board was asked how the Treasurer should handle Vendor requests to be paid the day of their program. After much discussion the Board agreed that the State Board of Accounts as well as the Library’s own policy states that vendors will be paid after the Board has approved the monthly voucher list at the monthly board meeting. Vendors need to be aware of this policy and if they cannot comply then a different vendor should be used.

DIRECTOR’S REPORT: Mr. Williamson gave his report as it related to the Frankfort Library.

PATRON COMMUNICATIONS: None

APPROVAL OF BILLS: Pam Powers made a motion, seconded by Jeff Tatum to approve the bills as presented. The motion carried.

OLD BUSINESS:

Facilities: Mr. Richard Greeno will be donating his magician’s suit to the Library for a 2 year period. The glass case that Ellis Jewelry has donated to the library will be picked up sometime next week. The Heat pump in the lower level is not functioning properly. Tim is having it checked out.

Strategic Plan: Nothing

Legislative Update: Nothing
NEW BUSINESS:

Library Policy
Purchasing Policy
No changes were made.

Pam Powers made a motion, seconded by Jeff Tatum to accept the policy as presented with no changes. The motion carried.

Credit Card Policy
Changes were suggested for this policy and the new policy will be reviewed next month.

Gregg Williamson asked the Board for permission to hire an architectural firm to help with the drawings for the TAF Grant, that the Library will be applying for this year. The cost should be no more than $3,000.00. The Board approved this request.

Annex

Marc Hodges made a motion, seconded by Phoebe Smith to obtain drawings for the Annex. The motion carried.

TRANSFERS: none

ADJOURNMENT:

Annie Bacon, President
Jeff Tatum Vice-President
Marc Hodges, Secretary