

Trails Regional Library Board of Trustees
Minutes of August 29, 2019

1. Call to order

The Trails Regional Library Board met on August 29, 2019 at the Warrensburg Branch. President, Scotty Walker, called the meeting to order at 7:02p.m.

2. Roll Call

Board members attending: Marcy Bryant, Jeany McGowen, Ron McMullin, Judy Tyler, Scotty Walker and Judy Wolter. Unable to attend: JoLynne Soendker and Amanda Travis. There are currently two open board positions. On duty staff attending: Tanya Shelton-Council, Director, Anita Love, Kyle Constant and Carol Nolte, Warrensburg Branch Manager. Off duty staff/Public attending: Regina Lamont, Jae Steinkuhler, Teresa Lowe, Mary Ellen Rowe, Gloria Trosper, Dalann Lewis, Donna Chaney, Jeannae Dickerson, Kim Holger, Katy Barrett, Melania Trump, Charles Kavanaugh, Ronald P. Barrett, Carlin Dillon, Linda Smithson and Karen Johnson.

3. Public Comments

Scotty Walker commented that he was glad to be back and welcomed board member Judy Wolter back as well.

Carol Nolte welcomed the Board and guests to the Warrensburg Branch. She commented on how much staff appreciates new Director, Tanya Shelton-Council's leadership. The Summer Reading Program has just wrapped and it was a wonderful summer full of programs and activities. The biggest draws this year were the Warrensburg Community Jazz Band and Animal Wonders, an educational hands-on presentation using several different reptiles, arachnids, insects, etc. Attendance to children's programming has really grown over last year and the presenters are now

having to move out of the programming room and into the larger meeting room.

Holden resident, Jeannae Dickerson asked the Board when the lights on the flagpole in front of the Holden Branch will be repaired. Kyle Constant pointed out that the cost of the repair is in the Final budget that will be approved tonight.

Holden resident, Ron Barrett thanked former Holden Branch manager, Jeannae Dickerson and Scotty Walker for their dedication to the Holden branch. He went on to say that, he did several free seminars at the Holden branch a few years ago about using solar panels. The final metric is that 40% of industrial roofs in Holden are now solar. He would now like to use the Holden branch again to offer free seminars on the new technology of 5G. The Board directed him to work through Holden Branch Manager, Jae Steinkuhler to get the seminars scheduled.

4. Consent Agenda

It was noted that the July consent agenda was approved by proxy votes after the July suspended board meeting with an approval of 6 Ayes and 0 Nays. Judy Wolter made a motion to approve the consent agenda as amended. Ron McMullin seconded the motion and the motion passed with 5 Ayes, 0 Nays and 1 abstention.

5. Unfinished Business

Being none, the Board moved onto New Business.

6. New Business

a. 2019 tax levy hearing. Director, Tanya Shelton-Council addressed the Board explaining that the assessed valuation in Lafayette County had decreased slightly from the previous year. She went on to report that the Missouri State Auditor has verified that Trails Regional Library can set their FY2019 levy at a maximum of \$.2581 per \$100 valuation. Ron McMullin

made a motion to approve the FY2019 tax levy at \$.2581 per \$100 of valuation. Judy Tyler seconded the motion and the motion passed with 6 Ayes and 0 Nays.

b. Presentation of FY2020 final budget. A copy of the FY2020 final budget was included in the board packets. Tanya handed out a sheet showing the amendments made to the Preliminary Budget that was presented to the Board at the June meeting. She then went over each change. Discussion ensued. Marcy Bryant made a motion to approve the FY2020 Final Budget as presented. Ron McMullin seconded the motion and the motion passed with 6 Ayes and 0 Nays.

c. Access to bank accounts. Scotty Walker remarked that the board needs to have Tanya put on the Trails Regional Library's bank accounts and remove Rochelle McCaulley from the accounts.

Jeany McGowen made a motion to approve the following Board officers and Director as authorized personnel to transact business on the accounts at UMB and to remove Rochelle McCaulley from the accounts.

Scotty Walker, President
Ron McMullin, Vice-President
Judith Tyler, Secretary
Judith Wolter, Treasurer
Tanya Shelton-Council, Director

Marcy Bryant seconded the motion and the motion passed with 6 Ayes and 0 Nays.

Marcy Bryant made a motion to approve the following two board members and Director as authorized personnel to transact business on the account(s) at Central Missouri Community Credit Union and to remove Rochelle McCaulley and Mike Greife from the account(s).

Scotty Walker, Board member
Judith Wolter, Board member
Tanya Shelton-Council, Director.

Jeany McGowen seconded the motion and the motion passed with 6 Ayes and 0 Nays.

d. Part-time facilities position. Tanya reported that there is a vacated 19-hour branch position that is not going to be filled due to the recent change of branch hours. She also explained that our Facilities Technician needs some help to stay on top of work orders and building improvements. The vacated branch position could be moved over to facilities and become a 19-hour facilities position. A draft job description for this facilities position was included. Discussion ensued. Judy Wolter made a motion to approve the creation of a part-time facilities position using the job description presented minus the benefits section. Marcy Bryant seconded the motion and the motion passed with 6 Ayes and 0 Nays.

e. Missouri Ethics Commission paperwork. Tanya reported that it was time again to file with the Missouri Ethics Commission. The paperwork presented has the same wording as the paperwork that was signed a few years ago. This is in keeping with our board Policy B-103 – Conduct, specifically, Conflict of Interest. Judy Tyler moved to approve the signing of the Missouri Ethics Commission paperwork as presented. Jeany McGowen seconded the motion and the motion passed with 6 Ayes and 0 Nays. The paperwork was signed by President, Scotty Walker and Secretary, Judy Tyler.

7. Discussion and Announcements

a. Trails Regional Library Quick Start Guide. Tanya passed out the latest tool for branch staff to use with patrons. The guide outlines our services, gives addresses and phone numbers for all the branches and includes a map showing where each branch is located.

b. Board appointments. Scotty pointed out that the board has two openings; one each from Lafayette and Johnson counties. Tanya passed out copies of applications of interested individuals who would like to serve on the board. Discussion ensued. It was decided the issue should be tabled and put on the September agenda.

8. Adjournment

President, Scotty Walker, adjourned the meeting at 8:07p.m. The next meeting will be at 7:00p.m. on September 18, 2019 at the Holden Branch.

Board Officer

September 18, 2019

Date of approval