

Minutes of Trails Regional Library Board of Trustees Meeting August 24, 2022

1. Call to Order

The Trails Regional Library met on Wednesday, August 24, 2022 with members attending in person at the Lexington branch. Due to a widespread internet and cell provider outage, neither non-attending members nor the public were able to attend via GoTo Meeting and Youtube. President Scotty Walker called the meeting to order at 7:01p.m.

2. Roll Call

Board members attending in person: Jane Beal, Jana Brookshier, Carlin Dillon, Sandy Henke, Patty Long, Ron McMullen, Scotty Walker, and Judy Wolter. On duty staff attending: Luke Ciccone, Susan Kromrie, Barbara Seitter. Director, Jackie Hawes was able to join us by phone.

3. Public Comments

Barbara Seitter welcomed us warmly to the Lexington Branch. She shared that the HCA Health & Wellness Committee and City of Lexington worked together to pay for repaving front sidewalk. They are working with the city to get pricing for bike racks and the local Lion's Club plans to contribute. Barbara also provided a demonstration of the Steam-To-Go kits for children ages 3+.

4. Consent Agenda

The previous meeting's minutes were read and no corrections were noted. Judy Wolter moved and Sandy Henke seconded that the minutes be approved as read. Roll call vote was taken with the following results: Judy Wolter- Aye; Sandy Henke- Aye; Patty Long- Aye; Carlin Dillon- Aye, Jane Beal- Aye; Ron McMullen- Aye; Jana Brookshier- Aye; Scotty Walker- Aye. Motion passed with 8 Ayes and 0 Nays.

5. Unfinished Business

There was no unfinished business.

6. New Business

a. 2022 Tax Levy Hearing

No public came forward to speak during the tax levy hearing. The new tax levy for Trails has been set at \$0.2562 per \$100 valuation. Sandy Henke moved and Jane Beal seconded to confirm the 2022 Tax Levy as written. Roll call vote was taken with the following results: Judy Wolter- Aye; Sandy Henke- Aye; Patty Long- Aye; Carlin Dillon- Aye, Jane Beal- Aye; Ron McMullen- Aye; Jana Brookshier- Aye; Scotty Walker- Aye. Motion passed with 8 Ayes and 0 Nays.

b. Consider approval of the FY23 Final Budget

The FY23 Final Budget was brought before the board for final approval. No additional changes were discussed since the preliminary budget was approved in June 2022. Carlin Dillon moved and Judy Wolter seconded to approve the budget as presented. Roll call vote was taken with the following results: Judy Wolter- Aye; Sandy Henke- Aye; Patty Long- Aye; Carlin Dillon- Aye, Jane Beal- Aye; Ron McMullen- Aye; Jana Brookshier- Aye; Scotty Walker- Aye. Motion passed with 8 Ayes and 0 Nays.

c. Consider approval of the Board Ethics Agreement

For our library to be in compliance with RSMO 105.450 et seq, our Board of Trustees may not receive benefit from transactions with Trails Regional Library, and we must sign an annual agreement confirming our commitment to this Ethics Agreement. Sandy Henke moved and Carlin Dillon seconded to sign and affirm our commitment to this code of ethics. Roll call vote was taken with the following results: Judy Wolter- Aye; Sandy Henke- Aye; Patty Long- Aye; Carlin Dillon- Aye, Jane Beal- Aye; Ron McMullen- Aye; Jana Brookshier- Aye; Scotty Walker- Aye. Motion passed with 8 Ayes and 0 Nays. President Scotty Walker and Secretary Jana Brookshier signed the ethics agreement as representatives of the Board.

d. Consider approval of revised policy A104-District records

Legal council advised us to change the language regarding closed records due to the law being fluid on closed records over the last several years. Instead of a list of closed records, council provided a summative statement. Judy Wolter moved and Patty Long seconded that policy A104-District records be amended according to council's recommendation. Roll call vote was taken with the following results: Judy Wolter- Aye; Sandy Henke- Aye; Patty Long- Aye; Carlin Dillon- Aye, Jane Beal- Aye; Ron McMullen- Aye; Jana Brookshier- Aye; Scotty Walker- Aye. Motion passed with 8 Ayes and 0 Nays.

e. Consider approval of revised policy F202-Holidays

Carlin Dillon moved and Ron McMullen seconded that policy F202-Holidays be amended to require a floating holiday (when a paid holiday falls on a day the employee does not work) must be taken within the same pay period. Discussion included that this would eliminate the need to track the floating holiday for annual leave payouts upon separation of employment since floating holidays are not paid out. Roll call vote was taken with the following results: Judy Wolter- Aye; Sandy Henke- Aye; Patty Long- Aye; Carlin Dillon- Aye, Jane Beal- Aye; Ron McMullen- Aye; Jana Brookshier- Aye; Scotty Walker- Aye. Motion passed with 8 Ayes and 0 Nays.

f. Consider approval of revised policy F203-Leave (Sick Leave section only)

Jane Beal moved and Carlin Dillon seconded that we revise policy F203-Leave to clarify that "family member" sick leave includes the care of grandparents and/or grandchildren. There was no discussion. Roll call vote was taken with the following results: Judy Wolter- Aye; Sandy Henke- Aye; Patty Long- Aye; Carlin Dillon- Aye, Jane Beal- Aye; Ron McMullen- Aye; Jana Brookshier- Aye; Scotty Walker- Aye. Motion passed with 8 Ayes and 0 Nays.

g. Consider appointing a LAGERS delegate for LAGERS Annual Meeting

Each year at the LAGERS annual meeting there is a vote held to elect two people to the LAGERS Board of Trustees. Trails Regional Library can send one member to represent Trails employees and one member to represent Trails as employer. Director Jackie Hawes clarified that one member can represent both employer and employees, and Anita Love would already be attending as our Human Resource manager. Jana Brookshier moved and Jane Beal seconded that our HR manager represent Trails as both employee and employer. Roll call vote was taken with the following results: Judy Wolter- Aye; Sandy Henke- Aye; Patty Long- Aye; Carlin Dillon- Aye, Jane Beal- Aye; Ron McMullen- Aye; Jana Brookshier- Aye; Scotty Walker- Aye. Motion passed with 8 Ayes and 0 Nays.

7. Announcements

- a. The Warrensburg roof project began on August 17, 2022. The roofers reported that a section of the roof which was previously assessed as safe has some concerning signs of wear. The bid currently does not include work on that section of the roof.
- b. Both Public Safety Technician positions have been filled and the Warrensburg circulation staff have reported a decrease in problematic patron behaviors.
- c. Lafayette County will begin collecting 1% of all taxes collected beginning November 1, 2022.

8. Adjournment

President Scotty Walker adjourned the meeting at 7:48 p.m.