

## **Minutes of Board of Trustees Meeting, September 21, 2022**

### **1. Call to order**

The Trails Regional Library Board of Trustees met on Wednesday, September 21, 2022 with members attending in person at the Warrensburg branch and by GoToMeeting. The meeting was live streamed and open for the public to attend. President Scotty Walker called the meeting to order at 7:00pm.

### **2. Roll Call**

Board members attending: Sandy Henke, Judy Wolter, Judy Tyler, Patty Long, Jane Beal, Carlin Dillon, Jana Brookshier, Ron McMullin, Scotty Walker. On duty staff attending: Jackie Hawes, Director, Jae Steinkuhler, Warrensburg Branch Manager, & Luke Ciccone.

### **3. Public Comments**

Warrensburg Branch Manager, Jae Steinkuhler, reported on UCM Get the Red Out street fair and signed up 32 college students for Trails Library cards. They'll also attend BurgFest in October.

### **4. Consent Agenda**

Ron McMullin moved that the consent agenda be approved as read, seconded by Jane Beal. No discussion. Roll call vote was taken with the following results: Sandy Henke – Aye; Judy Wolter – Aye; Judy Tyler – Aye; Patty Long – Aye; Jane Beal – Aye; Carlin Dillon – Aye; Jana Brookshier – Aye; Ron McMullin – Aye; Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

### **5. Unfinished Business**

There was no unfinished business.

### **6. New Business**

#### **a. TRL COVID-19 Response Plan**

Judy Wolter moved that if employees test positive for COVID-19, they are permitted 5 calendar days of COVID leave at 100% pay. Additional time off needed after the five days must be taken as sick leave. Judy Tyler seconded. Roll call vote was taken with the

following results: Sandy Henke – Aye; Judy Wolter – Aye; Judy Tyler – Aye; Patty Long – Aye; Jane Beal – Aye; Carlin Dillon – Aye; Jana Brookshier – Aye; Ron McMullin – Aye; Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

Judy Wolter moved to set aside the CoVID response plan. Sandy Henke seconded. Jackie Hawes clarified that the CoVID response plan was based on public health reports that are no longer being published, so our framework was no longer relevant. Roll call vote was taken with the following results: Sandy Henke – Aye; Judy Wolter – Aye; Judy Tyler – Aye; Patty Long – Aye; Jane Beal – Aye; Carlin Dillon – Aye; Jana Brookshier – Aye; Ron McMullin – Aye; Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

Towards the end of the meeting this topic was revisited due to a staff question. Luke Ciccone mentioned that the plastic uprights were part of the CoVID response plan and asked whether they should be disassembled. Sandy Henke moved to keep the uprights in place at circulation desks. Seconded by Carlin Dillon. Roll call vote was taken with the following results: Sandy Henke – Aye; Judy Wolter – Aye; Judy Tyler – Aye; Patty Long – Aye; Jane Beal – Aye; Carlin Dillon – Aye; Jana Brookshier – Aye; Ron McMullin – Aye; Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

**b. Update on extended hours**

Discussion ensued on the extended hours after hours were reduced due to COVID-19. Director Hawes informed the Board that evaluating branch hours is included in the Strategic Plan.

**c. Policy E115-Collection development discussion**

We discussed Policy E115-Collection development. Scotty Walker shared that, in the past, important titles have been removed from circulation from the Holden Branch and the public had raised concerns. Jackie Hawes confirmed that Policy E115 had been revised, approved, and implemented after that incident, and current staff are following the policy. Sandy Henke moved that Jackie review the

options to flag special items in the catalog system so that historically significant items are not purged in future collection management. Jane Beal Seconded. Roll call vote was taken with the following results: Sandy Henke – Aye; Judy Wolter – Aye; Judy Tyler – Aye; Patty Long – Aye; Jane Beal – Aye; Carlin Dillon – Aye; Jana Brookshier – Aye; Ron McMullin – Aye; Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

**d. Warrensburg roofing project update**

Carlin Dillon moved that in case of an emergency in the contracted roof replacement process, the Director has our permission to waive the bidding process. This motion only pertains to the current Warrensburg roofing project. Judy Wolter seconded. Roll call vote was taken with the following results: Sandy Henke – Aye; Judy Wolter – Aye; Judy Tyler – Aye; Patty Long – Aye; Jane Beal – Aye; Carlin Dillon – Aye; Jana Brookshier – Aye; Ron McMullin – Aye; Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

**7. Announcements**

- a. Banned Books Week is September 18-24, 2022

**8. Adjournment**

President Walker adjourned the meeting at 8:15 p.m.