

Minutes of TRL Board of Trustees Meeting, January 18, 2023

1. Call to Order

The Trails Regional Library Board met on January 18, 2023, at the Odessa branch. The meeting was live streamed for the public. President Scotty Walker, called the meeting to order at 7:04 p.m.

2. Roll Call

Board members attending in person: Georgia Jarman, Judy Wolter, Carlin Dillon, Jane Beal, Ron McMullin, Judy Tyler, and Scotty Walker. Attending via GoTo was Sandy Henke and attending via phone was Patty Long. On-duty staff attending were Jackie Hawes, Director, Luke Ciccone, and Kendra Redden. Off-duty staff attending were Jae Steinkuhler and Amy Franklin. Guest was Jacquie West.

3. Public Comments

There were no public comments.

4. Consent Agenda

Ron McMullin moved to approve the consent agenda, with second by Jane Beal. Roll call vote was taken with the following results: Georgia Jarman – Aye; Judy Wolter – Aye; Carlin Dillon – Aye; Jane Beal – Aye; Ron McMullin – Aye; Sandy Henke – Aye; Patty Long – Aye; Judy Tyler – Aye; and Scotty Walker – Aye. Motion passed with unanimous approval.

5. Unfinished Business

a. Director Evaluation Committee update

Carlin Dillon reported that the evaluation committee needs additional time. They had been preparing a director evaluation form to be completed by board members and employees. Committee member Jana Brookshier had retained all the information on her computer, and due to her resignation, the rest of the committee has been unable to access their work. They hope to be able to email forms to board members in approximately a week and distribute forms to employees soon after that. Completed forms are to be mailed to the committee.

6. New Business

a. Consider approval to accept award for \$14,341.00 for the LSTA Summer Library Program Grant

Director Hawes requested approval from the Board to accept the award Trails has been granted for the LSTA Summer Library Program in the amount of \$14,341. This grant will fund supplies needed and also allow for a part-time seasonal library clerk for 10 weeks to work wherever needed with the Summer Reading Program. Motion made by Judy Tyler with second by Georgia Jarman to

accept the LSTA Summer Library Program grant. Roll call vote was taken with the following results: Georgia Jarman – Aye; Judy Wolter – Aye; Carlin Dillon – Aye; Jane Beal – Aye; Ron McMullin – Aye; Sandy Henke – Aye; Patty Long – Aye; Judy Tyler – Aye; and Scotty Walker – Aye. Motion passed unanimously.

b. Consider approval to allow Refuge on Ming to provide free lunches to the community 2 days per week (M&F) at the Warrensburg Branch-Jacquie West, Refuge on Ming-Director

Director Hawes introduced Jacquie West, Director of Refuge on Ming which serves the unsheltered in Warrensburg. Ms West explained that she was requesting Board approval to serve lunch to, but not limited to, the unsheltered in the community. She stated that the food pantry is open on Tuesday, Thursday, and Saturday and that a church serves lunch on Wednesday. She would provide the lunch out of pocket on Monday and Friday each week and bring to the library to serve. Discussion ensued.

Ms West has only contacted Missouri Valley Community Action but they do not have a large enough space to accommodate. Board members suggested that she contact the city of Warrensburg. Trails could be opening ourselves up to a lawsuit as the food is not cooked in a certified and inspected kitchen. A library is open to the public but does not function as a shelter or food kitchen. Trails has been dealing with complaints from the Warrensburg staff regarding the behavior of unsheltered patrons and has found it necessary to hire two part-time public safety technicians and is in the process of installing security cameras.

Following discussion a motion was made by Carlin Dillon, with second by Judy Wolter, to allow Refuge on Ming to serve lunch on Monday and Friday at the Warrensburg branch. Roll call vote was taken with the following result: Georgia Jarman – No; Judy Wolter – No; Carlin Dillon – No; Jane Beal – No; Ron McMullin – No; Sandy Henke – No; Patty Long – no vote; Judy Tyler – No; and Scotty Walker – No. Motion defeated.

c. Election of new Board Secretary

Director Hawes stated that with the resignation of the Board secretary, someone else needs to be elected. After short discussion, Judy Tyler volunteered to serve during the remainder of the 2023 FY. Motion made by Ron McMullin, with second by Georgia Jarman to elect Judy Tyler as secretary. Show of hands was taken and motion passed with 7 Ayes and 1 Abstention.

d. Clarity on interpretation of Policy F203-Leave years of service tiers

Director Hawes requested Board approval of clarity on interpretation of Policy F203-Leave years of service tiers. As currently written, it could be construed as moving to the next tier after completing only four or nine years of service. Board members believe the next tier is reached following completion of five or ten years of service. Motion made by Sandy Henke, with second by Georgia Jarman, to clarify the number of years necessary to earn leave time at the next tier after completing five or ten years of service. Show of hands was taken and motion passed with 8 Ayes.

e. Consider approval of changes to Policy F203-Leave

Director Hawes then requested Board approval of edits to Policy F203-Leave. Motion made by Jane Beal, with second by Sandy Henke, to approve edits to Policy F203-Leave. Show of hands was taken and motion passed with 8 Ayes.

f. Consider approval to change the June 2023 meeting location from Warrensburg to Holden

President Walker has requested approval to the change the June, 2023, meeting to Holden. As that is the final meeting of his second term serving on the Board, he would like for us to meet in his home town. Motion made by Georgia Jarman, with second by Jane Beal, to move the June 21, 2023, meeting to Holden. Show of hands was taken and motion was approved with 8 Ayes.

g. Board of Trustees meeting times-seasonal changes

Board member Sandy Henke had suggested that the starting time for board meetings during the winter months might be moved to an earlier hour. Discussion ensued in which it was noted that if we wish to attract younger members to the board it is necessary to remain on our current schedule. Motion made by Judy Tyler, with second by Judy Wolter, to leave our starting time as is. A show of hands was taken and motion was approved.

7. Announcements

a. The security camera installation project begins on Monday, January 16, 2023.

Director Hawes stated that the security cameras are in the process of being installed at the Warrensburg branch. She also reported that Don Dittmer, a former board member, had died. President Walker related that he was the board member when Holden joined Trails and that he was a charter member of the Trails Foundation Board.

Director Hawes announced that Advocacy Day will be held on February 7, 2023, at Jefferson City. This gives board members who wish to attend an opportunity to meet with our current legislators to express our concerns and to question them. Director Hawes will email information to board members.

8. Adjournment

President Walker adjourned the meeting at 8:15.

Board Officer

Date of Approval