

Meeting Minutes

Trails Regional Library Board of Trustees

Wednesday, August 28, 2024 at 7:00pm

Lexington Branch, 1008 Main St Lexington, MO

1. Call to order

- a. Time meeting began: 7:00pm
- b. Called to order by: Patty Long, president of the board

2. Roll Call

- a. Board members present in person: Dan Brigman, Christen Fillpot, Patty Long, Jane Beal, Bekki Currier, Goldie Edwards
- b. Board members present online: Leanna Watts, Carlin Dillon, Paul Polychronis
- c. Board members absent: Mike Elder
- d. On Duty Staff present: Jackie Hawes, TRL Director & Barbara Seitter, Lexington Branch Manager
- e. Guests present: Sharol McMullin, Colleen Jimboy, Todd Jimboy

3. Public Comments

- a. Branch Manager - Lexington Branch Manager, Barbara Seitter
 - i. Hiring for a full-time position
 - ii. Transitioning from summer reading to fall programming

4. Consent Agenda

- a. Minutes
- b. Financial report: General Fund
- c. Financial report: Designated Gifts
- d. Financial report: Approval of Invoices & Checks

Bekki thanked Goldie for filling in taking minutes due to her absence at the July meeting.

Motion by Bekki Currier to accept the Consent Agenda as presented

Second by Jane Beal

All Ayes - Motion Passed

5. Unfinished Business

None

6. New Business

- a. Consider approval to partner with UCM and apply for the PLA Digital Literacy Workshop Training Incentive 2024 grant

- Grant to be filled out by Trails Library
- We are considered “large” b/c we serve multiple branches in multiple communities

Motion by Jane Beal to approve applying for the PLA Digital Literacy Workshop Training Incentive 2024 Grant

Second by Goldie Edwards

All Ayes - Motion Passed

- b. Consider approval to partner with UCM on a Digital Equity Competitive Grant project

- Presentation by Laurel Hogüe, Jenna Kammer, & Sarah Craig
- Essential Families is an organization whose goal is to bridge the digital divide for the underserved in Kansas City - they would be a Subaward of this grant and provide the technology purchase, maintenance of database of families who qualify for their services, and a robust search engine for online resources. They would also be the ones training the Digital Navigators (those who are trained to teach those served how to utilize available technology, build skills and certifications).
- Application needs completed by Sept 23 and if awarded, the grant runs over 4 years
- UCM is working with \$6 million, onboarding rural schools and other partners serving rural Missouri
- Workforce technology credentialing possible - helps people get higher paying jobs.
- UCM is in candidacy status for ALA qualified librarians
- UCM has been the fiscal agent for WeMet for 20 years, provide technology support

How Trails Regional would be involved...

- Familiarity with the communities that will be served, so they would like to have our locations host the **distribution** of the technology
- Host digital literacy sessions - making them familiar with the resources from this program as well as the library
- This grant could provide technology upgrades for our conference and meeting rooms

Motion by Bekki Currier to partner with UCM for the Digital Equity Competitive Grant project

Second by Dan Brigman

All Ayes - Motion Passed

c. 2024 Tax Levy Public Hearing

Patty Long announced the public hearing on the 2024 tax levy, but no one in attendance wished to speak.

Motion by Leanna Watts to set the 2024 tax levy in the amount of \$.2569 per \$100 of valuation for the 2025 fiscal year

Second by Dan Brigman

All Ayes - Motion Passed

d. Consider approval of the FY 2025 Final Budget

- Sidewalk at Wburg was asked about, why not a parking lot?
 - Watershed issues.
 - It was asked Will this be a public sidewalk? If you are standing on this sidewalk do you have wifi access? Yes. This could be a concern with loitering.
 - Will it be concrete or asphalt?
- Why such a big payment on Odessa?
 - We would pay less interest if we pay down the principal. For 10 years it was fixed, but now we have the opportunity to pay less if we pay down to a certain amount.

Motion by Jane Beal to approve the FY 2025 final budget as presented

Second by Chris Fillpot

All Ayes - Motion Passed

e. Consider approval of the Board Ethics Agreement

Motion by Goldie Edwards to approve the MO Board Ethics Agreement

Second by Dan Brigman

All Ayes - Motion Passed

f. Consider approval to remove plexiglass shields at circulation desks

Motion by Jane Beal to return the option of plexiglass shields to the branch manager with approval of the director or assistant director

Second by Carlin Dillon

All Ayes - Motion Passed

g. Discussion on revising policies

- Jackie recommends that a committee is formed to review policy change suggestions from admin and staff.
- Start with Personnel section - Committee will review once they get word that the section is ready to be reviewed.
- It will be towards the end of the year when the reviews will begin.

- Volunteers for the Policy Review Committee - Dan Brigman, Leanna Watts, Jane Beal

Comp Time policy needs done by October - will be done separately from others

7. Announcements

- Need August meeting minutes by 12pm on Friday, August 30, 2024
- Welcome to Chris & Paul!
- Sunshine Law webinar - email Jackie if interested
- Goldie Edwards will be in Alaska and may not be able to join next month - she will if she can
- Leftover plexiglass - schools might want this, don't just toss it!

8. Adjournment

- a. Time meeting concluded: 8:17pm

Upcoming Meetings:

Board Meetings – FY 2025

September 18, 2024 - Waverly

October 16, 2024 - Corder

November 20, 2024 - Concordia

December 18, 2024 - Warrensburg