

# Meeting Minutes

Trails Regional Library Board of Trustees

Wednesday, March 19, 2025 at 7:00pm

Warrensburg Branch, 432 N Holden, Warrensburg, MO

## 1. Call to order

- a. Time meeting began: 7:00pm
- b. Called to order by: Patty Long, Board President

## 2. Roll Call

- a. Board members present in person: Patty Long, Goldie Edwards, Mike Elder, Dan Brigman
- b. Board members present online: Carlin Dillon, Bekki Currier, Jane Beal, Leanna Watts
- c. Board members absent: Chris Fillpot
- d. On Duty Staff present: Jackie Hawes, Trails Library Director & Susan Kromrie, Assistant Director
- e. Guests present: Cal Taylor w/ Assured Partners

## 3. Public Comments

- a. None

## 4. Consent Agenda

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

Motion by Goldie Edwards to approve the Consent Agenda

Second by Mike Elder

All Ayes - Motion Passed

## 5. Unfinished Business

- a. None

## 6. New Business

- a. Assured Partners-Calahan "Cal" Taylor: Wind & Hail, EPLI, and Cyber Insurance
  - i. Cyber Attack Insurance - #1 most common attack is ransomware & #2 is business interruption (infiltrating the system and then posing as the company or individual)

- Synergy is the broker, they choose from different carriers (some work on non-profits, some with municipalities, etc) and our quote is from cfc
- ii. Employment Practices Liability Insurance
  - Common claims in our area are wrongful termination, failure to promote, discrimination, or sexual harassment
  - “Missouri is one of the leading states when it comes to paying out lawsuits.”
- iii. Wind/Hail Insurance
  - \$5k deductible is \$15,589.35/year
  - \$10k deductible is \$13,479.90/year
    - + 8% - 14% interest if paid in installments
  - Could a \$25k deductible policy be looked at? Cal voiced that he could check into it, but doesn’t anticipate seeing big savings on yearly premium.
  - Would the wind/hail plan premium just be added onto our other current insurance premiums. Yes, it is an additional cost just added to current premiums.
  - Jackie stated these items weren’t budgeted for this year and would have to be added July 1 for the new budget.
  - How much do we pay out for wind/hail damages? Would the premium be worth it? Dan thinks it would be a good investment. Mike says it is a lot of money, but spread over all branches, it would be worth it. Should we bid it out? No, the broker is already doing that on our behalf.

Motion by Mike Elder to approve all three policies (cyber, EPLI, & wind/hail), with the \$5k deductible on the Wind/Hail policy, beginning July 1, 2025

Second by Dan Brigman

All Ayes - Motion Passed

b. Tier Study for Branches-Susan Kromrie, Assistant Director

- i. What does this change? Nothing right away.
  - We would be easing into it - no hiring or reduction of staff right now.
  - Fiscal year ‘27 would be the first year of any real change.
  - A couple branches are saying they need more help. Data has supported that so far, but we’ll be watching it further.
  - Adjustments could be made to open hours.
  - Lexington dropped a tier (from 4 to 3), as did Holden (from 3 to 2)
  - How many years have you been collecting data? Only this past year is comparable to 2019, and then there were different stats. This is why it will take us a bit to make any actual changes - we will collect data through at least 2027 before changes are made.

- Carlin is concerned that door counts are used as a metric. Susan says even if Warrensburg's count is taken down by ⅓, it would still be in the higher tier.

Motion by Goldie Edwards to implement the proposed change to Policy A103 with the updated tier chart, to be reviewed annually, with no changes until 2027 without board approval.

Second by Dan Brigman

All Ayes - Motion Passed

c. Bookmark Contest

- Age group 0-4: #3 first choice, #1 second choice
- Age group 5-8: tie between #4 & #2...Leanna originally abstained, but since the reason she abstained didn't make it to the final round, she will break the tie - #4 is the winner
- Age group 9-12: #6 first choice, #2 second choice

d. Consider approval of repairs/improvements to the Holden Branch

- Moving book drop, resurfacing floor in back room,
- Why are they wanting to move the book drop? It isn't in a great location and the new location could be accessed w/o leaving your vehicle.

Motion by Goldie to approve the repairs/improvements to the Holden Branch

Second by Bekki Currier

All Ayes - Motion Passed

e. Consider approval to sign MOU with GovDeals

- Dan highly recommends and says it is very easy to use.

Motion by Dan Brigman to sign the MOU with GovDeals

Second by Jane Beal

All Ayes - Motion Passed

f. Consider approval to enter into agreement with The Wilson Group for alternate walkways/stairs improvement at the Warrensburg Branch

- Goldie doesn't want to do any of the plans. She thinks it is important for something to be done, but not this. Concrete is the better choice for upkeep reasons. Go to the west side of the property and have it meet the other path in a "T". Considerations would be: easier to mow, more open area for kids to play.
- Carlin asked what was wrong with the front steps now and Jackie responded that they were cracked in the middle. There has been a poor patch job that isn't holding up and they need re-done.

Motion by Goldie Edwards that we go back to the Wilson Group with the suggestion of straight concrete sidewalks on the west side, to the street, with a T in the middle of two crossing paths

Second by Mike Elder

All Ayes - Motion Passed

Motion by Leanna Watts to approve the agreement with The Wilson Group for front entry steps repairs & improvements at the Warrensburg Branch

Second by Mike Elder

All Ayes - Motion Passed

- g. Foundation Committee report on the joint meeting
  - i. Jane gave the report b/c she led the committee
  - ii. Present were 3 library foundation members, 4 library board members
  - iii. Met for about an hour
  - iv. None of their goals/policies had been changed in 20 years. They were not following them and revisions are needed.
  - v. Foundation agreed to look at their goals, particularly the endowments, though they don't feel they had misappropriated funds. They had invested those funds in a CD to grow the money to have more to put down on the principle at Odessa. This was not communicated to Clothes Closet, who was making the donations.
  - vi. Jackie gave a list of tasks that she and other library staff do for the foundation. Foundation members seemed shocked. Foundation secretary set up a time to meet with Jackie to go over everything she needs to take over. Treasurer was not present, but Jackie would like to meet and do the same thing with them.
  - vii. Main excuse given was that this is how "things have been done for a while".
  - viii. Goldie felt we weren't working well together and we didn't understand each other; the main issue being communication.
  - ix. Leanna has a whole other page of questions for them, but felt they were overwhelmed at the meeting, so she held off for now.
  - x. Foundation members stated their bylaws were never followed as written, even right after they were created.
- h. Discussion on the back & side lot at the Concordia Branch (August 2023-tabled until north wall repaired)
  - i. Jackie suggests we table this because new ideas have come up.
  - ii. Possible community garden?

Motion by Leanna Watts to table the discussion on the back & side lot at the Concordia Branch until the April meeting

Second by Jane Beal

All Ayes - Motion Passed

- i. Board participation in National Library Week
  - i. Patty suggested all board members try to visit their local branch and show their appreciation in some way during National Library Week, specifically April 8 which is National Library Worker Day
  - ii. Jane Beal - Odessa
  - iii. Patty Long - Concordia, Corder, Waverly
  - iv. Goldie Edwards - Warrensburg
  - v. Mike Elder - Lexington
  - vi. Dan Brigman - Knob Noster
  - vii. Bekki Currier - Holden
  - viii. Ideas of what to take: granola bars, candy, cookies - nothing huge, but something that shows them we appreciate them
  - ix. Goldie wanted to thank those involved with putting the Trailblazers winners online and allowing members of the committee to present the awards at the all-staff meeting
- j. JoCo Tax Ordinance Executive Orders
  - i. Will affect funding for the library b/c the tax amounts of qualified senior citizens would be frozen using the amount they pay this year.
- k. Trump's Executive Order to dismantle the Institute of Museum & Library Services (IMLS)
  - i. Many library organizations have released statements regarding the order: ALA, COSLA, ARSL
  - ii. What we can do: Reach out to legislators. ALA website has a quick way to send messages to all of your legislators. Dan also wrote a letter to the editor of the local newspaper and will be getting word out any way he can.
  - iii. Goldie mentioned she didn't like the wording "singled out" in the statement, Dan recommended "has included" instead.

Motion by Patty Long to allow the library district to use the prepared public statement provided regarding IMLS with change of wording suggested by Goldie Edwards and recommended by Dan Brigman

Seconded by Dan Brigman

All Ayes - Motion Passed

## **7. Announcements**

- National Library Week: April 6-12, 2025
- Carlin will go to Warrensburg to sign checks all signers were remote for the meeting this evening.

## **8. Adjournment**

a. Time meeting concluded: 8:57pm

Motion by Goldie Edwards to adjourn the meeting

Second by Mike Elder

All Ayes - Motion Passed

**Upcoming Meetings:**

April 16, 2025	Holden Branch
May 21, 2025	Warrensburg Branch
June 18, 2025	Odessa Branch