

Meeting Minutes
Trails Regional Library Board of Trustees
Wednesday, November 19, 2025 at 7:00pm
Knob Noster Branch, 202 N Adams, Knob Noster, 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: Heather Jepsen, Mark Krause, Claire Wingert-Dudley, Rhonda Beerman, Goldie Edwards, Dan Brigman, Jane Beal, Patty Long
- b. Board members present online: Bekki Currier
- c. Board members absent: Carlin Dillon
- d. On Duty Staff present: Jackie Hawes, Library Director & Lauren Sweeney, Knob Noster Branch Manager
- e. Guests present: Meg Brigman, patron

3. Public Comments

- a. Lauren Sweeney, Knob Noster Branch Manager
 - i. Fully staffed since the end of March
 - ii. Program and Outreach Priority
 - Being mindful of other community activities and not planning things on those days or at that time of day
 - Open air market, school visits - within walking distance to elementary and middle schools, Reading Club from MS, coordinated with Parents As Teachers, setting up at HS to get students signed up for their own card
 - Best attended event in general is storytime. Lego league on school early-out days 2-4pm

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 Dan Brigman

All Ayes - Motion Passed

5. Unfinished Business

- a. None

6. New Business

- a. Director evaluation - committee update
 - i. Surveys were reviewed and compared with samples of evaluations recently implemented for manager/staff evaluations throughout the library district
 - ii. Surveys will remain Google Forms with same rating scale as used in the past, with a n/a option as well
 - iii. Ultimately decided to trim the surveys a bit - this will hopefully increase participation
 - iv. Surveys were aligned with major responsibility areas as outlined in the library director's job description
 - v. Survey link will be sent to Branch Managers and reminder emails will be sent twice
- b. Consider approval of the director evaluation form/survey
 - i. Claire read the questions from the Board director evaluation
 - ii. It was discussed how we process the results, when we meet to discuss this with Jackie, etc

Motion by Rhonda Beerman to approve the director evaluation survey for distribution.

Second by Claire Wingert-Dudley

All Ayes - Motion Passed

- c. Consider TRL Foundation Board applicant(s) to make appointment to the vacant Johnson County seat
 - i. It was asked what the Foundation Board is - raise money and use the money for the betterment of the library
 - ii. It was requested Jackie share the list of who is on the board
 - iii. There is a liaison from the Board of Trustees & Jackie also acts as the library liaison
 - iv. What fundraisers do they do? Just book sales at this time.
 - v. The Trails Library website has more information about the Foundation.

Motion by Jane Beal to approve Rachel Owens as a TRL Foundation Board member.

Second by Heather Jepsen

All Ayes - Motion Passed

Tax Document Discussion

Document from Laurie Higginbaum - no headings?? What are the columns?

We were only sent the part with the library (and only for Lafayette Co):

Column 1 is Taxing Entity, Column 2 is the amount on the tax books (assessed valuation -

what we should be pulling in), Column 3 is after applying the reduction of those who have been approved.

People will have to apply every year - so there may be less that qualify, so less reduction in our revenue in the future.

After they get the numbers from Johnson County as well, they'll work with the admin team to determine areas where cuts can be made. It is possible the Foundation could be approached to help cover some projects. The library's designated gifts are very specific - "books on cassette tape"... "books on cd" as replacement. Some are "British history books", so very niche.

Foundation has approximately \$200k right now. Their books get audited with the Library's books.

7. Announcements

- None

8. Consider approval to go into Closed Session 610.021 (13) - Individually identifiable personnel records, performance ratings or records pertaining to employees...

Motion by Jane Beal to go into closed session

Second by Dan Brigman

All Ayes - Motion Passed

Time meeting went into closed session: 7:38pm

9. Adjournment

- a. Time meeting concluded: 8:13pm

Upcoming Meetings:

December 17, 2025	7pm	Warrensburg Branch
January 21, 2026	7pm	Warrensburg Branch
February 18, 2026	7pm	Concordia Branch
March 18, 2026	7pm	Lexington Branch
April 15, 2026	7pm	Odessa Branch
May 20, 2026	7pm	Holden Branch
June 17, 2026	7pm	Waverly Branch