

Meeting Minutes
Trails Regional Library Board of Trustees
Wednesday, July 15, 2026 at 7:00pm
Leeton Express Branch, 500 N Main, Leeton, MO

**These minutes were recorded by Acting Secretary, Rhonda Beerman, and then, they were continued by Mark Krause, once he was elected Secretary.

1. Call to order

- a. Time meeting began: 7:01pm
- b. Called to order by: Patty Long, Board President

2. Roll Call

- a. Board members present in person: Jane Beal, Claire Wingert-Dudley, Patty Long, Mark Krause, Tony Albertina, and Rhonda Beerman
- b. Board members present online: None
- c. Board members absent: Carlin Dillon, Dan Brigman, Heather Jepsen, and Goldie Edwards
- d. On Duty Staff present: Director Jackie Hawes, Assistant Director Susan Kromrie, HR Manager Tessa Moulton, and Deanna Schuler Site Supervisor for Leeton Express Branch
- e. Guests present: None

3. Public Comments

- a. Deanna Schuler, Leeton Express Branch Site Supervisor
 - i. Updated the Board on the progress that their library had made including that “reading is up” with the new restrictions of no cell phone use during the school day. Graphic novel use was up, and inventory has increased to meet the interest.
 - ii. Leeton Express Branch serves the PreK-12 students of the Leeton School District as well as the general public.

4. Consent Agenda

- a. Minutes (none)
- b. Financial report: General Fund
- c. Financial report: Designated Gifts
- d. Financial report: Approval of Invoices & Checks

Motion by Jane Beal to approve the consent agenda
Second by Tony Albertina
All Ayes - Motion Passed

5. Unfinished Business

- a. Report from Employee Appreciation Committee
 - i. The Board heard updates from the upcoming Employee Appreciation luncheon to be held October 12th. More details to follow.

6. New Business

- a. Election of officers for FY27
 - i. Packet included review of the officer duties.
 - ii. President

Motion by Jane Beal for Patty Long to serve as President

Second by Claire Wingert-Dudley

All Ayes - Motion Passed

- iii. Vice President

Claire Wingert-Dudley volunteered to serve as Vice President

- iv. Secretary

Motion by Jane Beal for Mark Krause to serve as Secretary

Second by Claire Wingert-Dudley

All Ayes – Motion Passed

- v. Treasurer

Motion by Patty Long for Jane Beal to serve as Treasurer

Second by Claire Wingert-Dudley

All Ayes - Motion Passed

Officers for FY27 are: President-Patty Long; Vice President-Claire Wingert-Dudley; Secretary-Mark Krause, and Treasurer-Jane Beal

- b. Consider approval of new Board officers on bank account as check signers

Motion by Claire Wingert-Dudley to remove Bekki Currier and Carlin Dillon and add the new Board officers, Mark Krause and Claire Wingert-Dudley on the bank account as check signers.

Second by Jane Beal

All Ayes – Motion Passed

- c. Consider approval of proposed salary increases for FY27

- i. The Board was presented with three options for salary increases: 3%, 4%, or 5%.
- ii. Discussion ensued on which percentage increase to approve.
- iii. Last year, most employees did not receive an increase because we only fixed the compression issue.

Motion by Claire Wingert-Dudley to approve a salary increase of 5% for all employees.

Second by Tony Albertina

All Ayes – Motion Passed

- d. Discussion on when a branch is going to be without water

- i. The Corder Branch was without water for a day. There was discussion on what should be done when there are issues/emergencies that occur at branch locations.
 - ii. There are already plans on hand to close branches as needed.
 - iii. Corder Branch stayed open that day without water as the Branch Manager did not want to close due to a scheduled event.
 - iv. Per Susan Kromrie (Assistant Director), there is ongoing discussion and emergency plans being updated, will work with local emergency management also, so branches know what to do in case of emergencies.
- e. Discussion on policy E110-Meeting Rooms & Study Rooms
 - i. Tabled to the August meeting
- f. Consider approval of revised Administrative policies
 - i. Changes are presented in meeting packets.
 - ii. The Administrative policies have been reviewed by TRL attorney and the Policy Review Committee.
 - iii. President Long asked for questions or suggestions. No questions or suggestions were made.

Motion by Jane Beal to approve Administrative Policy changes.

Second by Claire Wingert-Dudley

All Ayes – Motion Passed

- g. Consider approval of Audit Engagement
 - i. Gillum & Gillum provided a bid/proposal on the audit.
 - ii. Director Hawes informed the Board this would be the last year Gillum & Gillum would be doing our audit since the business is closing.

Motion by Tony Albertina to approve the audit proposal.

Second by Claire Wingert-Dudley

All Ayes – Motion Passed

- h. Consider approval of Waverly parking lot proposal
 - i. Discussion ensued.
 - ii. Trustee Albertina asked if additional bids were necessary for this project. Director Hawes explained that by using Sourcewell contracts and Gordian that the bid requirements were satisfied.

Motion by Jane Beal to approve the proposal for driveway improvements at the Waverly Branch in the amount of \$49,439.78.

Second by Claire Wingert-Dudley

All Ayes – Motion Passed

7. Announcements

- a. Trustee Carlin Dillon will be submitting her resignation from the TRL Board of Trustees in the near future.
- b. Please watch your email for a video link from TrustCentric on the strategic planning timeline.
- c. Debbie Kirchhoff, Concordia Branch Manager, is retiring after 25 years. An Open House will be held on Friday, August 14th from 2-4pm to show appreciation for the years of dedication to TRL.

8. **Consider approval to go into Closed Session 610.021 (1)** – Legal actions, causes of actions or litigation involving a public body and any confidential or privileged communications...&
610.021 (13) – Individually identifiable personnel records, performance ratings or records pertaining to employees...

Motion by Claire Wingert-Dudley to move into closed session.

Second by Jane Beal

Roll Call Vote: Wingert-Dudley-Yes; Albertina-Yes; Long-Yes; Beerman-Yes; Beal-Yes; Krause-Yes

All ayes, Motion carried.

Board moved into closed session.

9. Adjournment

- a. Time meeting concluded: 8:37pm