

**Trails Regional Library Board of Trustees**  
**Minutes of June 17, 2020**

**1. Call to order**

The Trails Regional Library Board met on June 17, 2020 with the majority of the board members meeting at the Warrensburg Branch and one attending via GoToMeeting. The Library staff attended the meeting via GoToMeeting. The meeting was lived screened for the public on YouTube. President, Scotty Walker, called the meeting to order at 7:00p.m.

**2. Roll Call**

Board members attending in person: Allycen Burton, Carlin Dillon, Jeany McGowen, Ron McMullin, Amanda Travis, Judy Tyler, Scotty Walker and Judy Wolter. Board member attending via GoToMeeting: Fern Deatherage. Members of the Leeton R-X School District Board of Education attending in person: Mari Jayne Manley. Also, in attendance in person Leeton R-X School District Superintendent, Susan Crooks. In attendance via GoToMeeting was the library's legal counsel, Doug Harris. On duty staff attending via GoToMeeting: Tanya Shelton-Council, Director, Anita Love, Kyle Constant and Luke Ciccone who provided technical support for the live screening. Public attending: There were 31 members of the public in attendance via the live screening YouTube channel.

**3. Public Comments**

Mr. Constant posted on the YouTube channel that the attending public could post comments or questions in the chat section of the channel. He stated that if any comments or questions come in after the board has moved on those comments and questions would be dealt with via email. Mr. Walker asked if there were any comments from the public. Mr. Constant responded that currently there were no comments posted.

#### **4. Consent Agenda**

Mr. Walker asked if anyone had any questions. Ms Wolter pointed out a needed correction in the May minutes, under the fourth heading, the name Karen Church should be corrected to Karen Churn. Ms Dillon commented that she didn't remember a conversation about the Holden Mayor asking about the proposed Branch Manager's office. Ms Shelton-Council said that yes, she had spoken about the conversation she had had with the Mayor during the May meeting. Ms Dillon also commented that on page 2 when talking about the Holden office it should say 2 walls not 4 walls. Then on page five section D of the May minutes Ms Dillon asked for clarification that a new circulation desk would not be part of the designated gift fund. Ms Shelton-Council commented that yes, we are not getting a a new circulation desk the current one would be moved. Ms Wolter then questioned what the payment to D & D Trailer for \$1,800.00 was for. Ms Love responded that it is for the purchase of a new flat bed equipment trailer that will be used to haul the riding lawn mower out to the branches. The trailer will be pulled behind the courier van and as the courier delivers materials he can mow the lawns. The box trailer that is presently owned by the library is too small for the riding lawn mower. Mr. Walker asked when will the box trailer sell? Ms Love responded the bids will be opened on June 26<sup>th</sup>. Ms Dillon asked how much is the box trailer worth. Ms Love responded that the trailer is too small to be used. Ms Shelton-Council also responded that staff believe it is worth less than \$1,000 and that is why we put it out to bid. Mr. Walker asked how was it advertised? Ms Love said the ad was posted at all the branches, placed on the website and put out on the library's social media outlets. Mr. Walker asked if there was a reserve on the trailer? Ms Shelton-Council answered no, there was not a reserve put on the trailer. Judy Wolter made a motion to approve the consent agenda with the mentioned corrections and the addition of the printed checks from the general fund. Judy Tyler seconded the motion and a roll call vote was taken: Allycen Burton – Aye, Fern Deatherage – Aye, Carlin Dillon – Aye, Jeany McGowen – Aye, Ron McMullin – Aye, Amanda Travis – Aye, Judy

Tyler – Aye, Judy Wolter – Aye and Scotty Walker – Aye, the motion passed with 9 Ayes and 0 Nays.

Mr. Walker asked if the minutes from the Closed session from March 4th needed to be dealt with at this time. Ms Shelton-Council commented that it will be voted on in the closed session.

## **5. Unfinished Business**

**a. Leeton Service Agreement (DRAFT).** Mr. Walker introduced Leeton R-X School District Board of Education member, Mari Jayne Manly and Leeton R-X School District Superintendent, Susan Crooks. Then he asked Ms Shelton-Council to walk the board through the service agreement. Ms Shelton-Council commented that the service agreement is a formalized agreement between the two boards of Leeton R-X School Board of Education and the Trails Regional Library Board of Trustees to outline the responsibilities and expectations of both parties. The first part of the agreement refers to the Missouri Revised Statutes 182.200 and spells out what the library owns and what the school district owns. Ms Crooks pointed out that under the Terms, section 1.3 she is concerned that the verbiage used is contradictory with the other parts of the agreement. Library legal counsel, Mr. Harris stated that page one is an accurate statement of the statutes but the wording in the agreement could be changed to say that the Library Board has the exclusive charge, control and custody of all property owned by it. Ms Crooks commented that the change did make her feel more comfortable. Ms Shelton-Council moved on to Article 5 – Staffing and explained that she just put something down as a place holder since she didn't know exactly how the Leeton School District staffed the Express Branch. Ms Crooks commented that the agreement didn't need to be so specific and asked if it could say "Staffing in order to meet the qualified hours when the public library is open." She went on to explain that the school librarian does not receive a stipend even though that person is the site supervisor for the Express Branch. She went on to state that the

line about the site supervisor receiving supplemental pay can be taken out. Ms. Shelton-Council asked if the money the library pays the school just goes to reimburse the pay for the supplemental staff and not the site supervisor. Ms Crooks responded with a yes and went on to say that the agreement can just say that the school librarian will be the site supervisor. Mr. Walker inquired if the school librarian works during the day and the other library staff works in the evening. Ms Crooks responded yes. Ms Dillon commented that she feels that if the school librarian is working more hours she should be given a stipend for those extra hours. Ms Shelton-Council replied that decision would be left up to the Leeton School. Ms Shelton-Council pointed out that Trails is needing detailed itemized invoices from the school that lists what is being paid for; ie, list the employee's names, rate of pay, number of hours worked and the total. Currently, the invoice from the school district just lists the total amount and is not itemized. Ms Crooks commented that the school pays the Express Branch employees the same rate as the library's pay scale. Mr. Walker asked if the Express Branch employees were considered Trails employees or school employees? Ms Crooks answered they are school employees and the library reimburses their salary. Ms Tyler asked if the library pays anything toward the school librarian's salary. Ms Shelton-Council responded saying, no. Someone asked how much does the library pay for this reimbursement? Ms Shelton-Council responded that she believed that it was \$600 per month, but to not take that as gospel. Ms Crooks commented that she thought that was correct. They use that money for salary and supplies. She stated again that the school district would like for the verbiage on staffing be minimized on the agreement. Ms Shelton-Council asked if the Leeton School wants the supplemental staff to be paid according to the Trails salary schedule for entry level staff. Ms Crooks responded that the evening staff have been paid according to the Trails salary schedule. That changed 3 or 4 years ago. Ms Shelton-Council then moved onto article 7 – Ownership of property and materials. On the topic of collecting money at the Express Branch

the school district asked if they could go ahead and collect money and keep a receipt book. Ms Shelton-Council explained that the library is moving away from having staff handle money. This is also one way to cut down on personal contact between staff and the public. The only thing patrons will need to pay for is lost or damaged materials. The patrons would need to come to a full-service branch to pay those expenses. Ms Crooks inquired if patrons could pay online? Ms Shelton-Council answered yes, patrons can pay online. Mr. Walker commented that he was uncomfortable with assuming everyone has plastic. What would happen if a person only has cash? Ms Shelton-Council said the Library does accept checks for payments. Ms Dillon pointed out that we shouldn't assume that everyone has access to the Internet. Ms Shelton-Council responded that the library is trying to control the amount of contact there will be between staff and the public. Mr. Walker reiterated that he does not like the idea of not accepting cash. Ms Dillon asked why is this a problem? Ms Shelton-Council responded that the library is trying to reduce the amount of direct contact staff has with the public. Ms Wolter commented that it might not be a good idea to limit accepting cash since we are dealing with small towns where people deal with each other face to face all the time. Ms Dillon commented that the library handles thousands of books so why is handling a dime an issue. Ms Shelton-Council commented that patrons only have to pay for lost materials, that patrons will not be paying with dimes. Ms Wolter commented that maybe the library needs to keep several ways of accepting money available for patrons. Ms Shelton-Council commented that the board was getting off topic and the discussion needs to get back to the agreement. She went on to point out that in Article 9 – Management, Operations and Procedures, the statement is about how the library and school will work together to solve issues or problems. Ms Crooks commented article 9 was agreeable with the school district. Ms Shelton-Council stated that was it, that she will make the changes that were discussed and send the revised copy to the school for their board approval and that it would then come back to the library board

for their approval. Mr. Walker asked about if the payment issue to the Express Branch employees had been resolved? Ms Shelton-Council said she would need to go back and look at the Trails salary scale and plug that in. Ms Crooks asked about the attachments that were initially sent with the agreement. Ms Shelton-Council commented that she sent those attachments as information for the Leeton board, that they were not part of the agreement. Ms Crooks went on to ask if the library could do more to publicize the Express Branch. She commented that tons of people riding along the Rock Island Trail often stop off in Leeton and it would be nice if they knew there was an Express Branch in Leeton. Ms Shelton-Council commented that the Leeton Express Branch and their hours are on our locations map right along with all of the branches. These maps are available at all of the branches. All branches, including the Leeton Express Branch, are also listed on the library's website. Mr. Walker then asked if there was anything else, being none, he thanked Ms Crooks and Ms Manley for attending the meeting. Ms Crooks thanked Ms Shelton-Council and the Library Board for working with the Leeton School.

- b. Update to Policy F300 – Accountability.** Ms Shelton-Council stated that this policy was updated by the Library's legal counsel in response to the findings of the HR Consultant. Mr. Harris added that he drafted this policy in an effort to address the concerns of the board and address the findings of the consultant. Mr. Walker asked if this policy would give the board any teeth? Ms Shelton-Council added that everything that is underlined in the policy is new. It is what Mr. Harris added to the policy. Mr. Harris responded that yes, he thought it would. An employee could not willfully ignore a written policy because they didn't want to follow it. Ron McMullin moved to accept Policy F300 – Accountability as presented. Carlin Dillon seconded the motion and a roll call vote was taken, Allycen Burton – Aye, Fern Deatherage – Aye, Carlin Dillon – Aye, Jeany McGowen – Aye, Ron McMullin – Aye, Amanda Travis – Aye, Judy

Tyler – Aye, Judy Wolter – Aye, Scotty Walker – Aye; the motion passed with 9 Ayes and 0 Nays.

- c. Update to Board bylaws – Committees.** Ms Shelton-Council remarked that it had been suggested that the board have two committees; one for personnel and one for finance. The changes to the Board bylaws are in blue. Mr. McMullin commented that he didn't feel the board needed to create any committees. The Board as a whole should make all decisions. Ms Shelton-Council explained that the committees would work with administrative staff on policies pertaining to personnel and finance and that Board members would be involved before the policy would ever come before the whole Board. Mr. McMullin stated he disagreed. Ms Shelton-Council pointed out that the committees wouldn't have the power to approve anything the board members would just have input. It would be the responsibility of the whole Board to approve or disapprove a policy. Mr. McMullin moved to not accept this policy. Ms Wolter stated that the current Board is not that large. Mr. Walker commented he didn't see a need for committees because there hasn't been a problem before. Ms Travis added that she remembers a conversation during a closed session that there needed to be committees. She went on to state she is not against the idea of committees. Mr. McMullin stated again that he was against the idea that committee members didn't need to be convinced of something before coming to the board. Ms Dillon asked how many Board members would be on a committee? Ms Shelton-Council answered, three. Ms Dillon stated that there are only ten members on the whole board. Ms Deatherage commented that she sees an advantage to having committees because the board has members on it with expertise in personnel and finance and that it would be a good idea to draw on that experience. Ms Dillon added that by having committees it could help with decisions so the Board wouldn't have so many surprises. Mr. Walker commented that he remembers a time when there was communication between administration and the board and there

weren't any blowups. Ms Burton added that she felt there has been lots of communication between the Director and the Board. That she has received lots of emails. Ms Shelton-Council explained that she had noticed early on that the Board would sometimes become overwhelmed with decisions. So, to help with the matter, she has slowed down the way she presents policies to the Board. Ms Dillon asked if the Committee policy could be tried for 6 months without adding it to the bylaws? Ms Shelton-Council said no. Ms Burton asked if the policy could be passed and then in a few months could it be revisited? Ms Shelton-Council responded with a yes. Mr. Walker asked how often would these committees have to meet. Ms Shelton-Council remarked they would meet only if there was a reason to update or change a policy. Ron McMullin moved not to approve the Update to Board Bylaws - Committees. Judy Wolter seconded the motion and a roll call vote was taken; Allycen Burton – Nay, Fern Deatherage – Nay, Carlin Dillon – Abstained, Jeany McGowen – Nay, Ron McMullin – Aye, Amanda Travis – Nay, Judy Tyler – Nay, Judy Wolter – Aye, Scotty Walker – Aye, the motion failed with 3 Ayes, 5 Nays and 1 abstention. Amanda Travis moved to approve the Update to Board bylaws – Committees as presented. Jeany McGowen seconded the motion and a roll call vote was taken; Allycen Burton – Aye, Fern Deatherage – Aye, Carlin Dillon – Abstained, Jeany McGowen – Aye, Ron McMullin – Nay, Amanda Travis – Aye, Judy Tyler – Aye, Judy Wolter – Nay, Scotty Walker – Nay, the motion passed with 5 Ayes, 3 Nays and 1 abstention.

Mr. Walker asked when did he need to fill the committees. Ms Shelton-Council remarked that in a few days would be fine. Mr. Walker asked for volunteers, for personnel, Jeany McGowen, Fern Deatherage and Amanda Travis volunteered, for finance, Judy Wolter, Carlin Dillon and Judy Tyler volunteered.

- d. Update to Policy F202 – Holidays.** Ms Shelton-Council stated that the changes to this policy is the addition of four holidays. The reason for the



change is so that Trails could continue to attract qualified personnel, it is an organization's benefits that attract qualified personnel. Also, there is a discrepancy in the current policy on when time is taken off when a holiday falls on a regular day off. Ms Wolter asked if by adding holidays that would mean the libraries will be closed on those days. Ms Shelton-Council replied yes.

Jeany McGown made a motion to accept Policy F202 – Holidays as presented. Allycen Burton seconded the motion. Discussion ensued with Ms Dillon expressing her concern about being paid for a holiday when that day is a staff member's normal day off. They are off, they are off. Mr. Walker asked if the discussion was just on the highlighted items. Ms Shelton-Council stated yes. Mr. Walker asked why there needs to be a day off the day after Thanksgiving? Ms Shelton-Council replied that the added days off will allow employees to be with family and the additional benefits would draw better candidates. Ms Dillon remarked that since the library is under budget cuts this change could mean that eventually the library would run out of money. Ms Travis pointed out that if the employee was working that day they would get paid, so having the day off and getting paid would not make a change to the budget. Mr. Walker asked for clarification of how many staff would benefit from this change in policy? Ms Shelton-Council explained that this will affect the benefit-eligible staff of 20-hour, 30-hour and 40-hour employees. Ms Carlin reiterated her concern about staff getting paid for a holiday when it is their day off. Ms Shelton-Council explained that the upcoming July 4<sup>th</sup> falls on a Saturday this year. Most staff have Saturday as their regular day off, so to have the holiday they would "float" the holiday time. Ms Dillon asked why staff just couldn't use their PTO to get that Friday off if they wanted it off. Mr. Walker reiterated that he was uncomfortable with adding the extra holidays. He doesn't mind staff getting paid on their day off. He mentioned that having more holidays could mean that 19-hour employees, who are not eligible for benefits, could lose pay. Ms Dillon pointed out that since so many of the staff are at the top of the pay scale this could add up financially. Ms

Tyler pointed out that the Corder Branch Manager is new and therefore not at the top of the pay scale.

Jeany McGowen moved to approve Policy F202 – Holidays as presented. Allycen Burton seconded the motion and a roll call vote was taken; Allycen Burton – Aye, Fern Deatherage – Aye, Carlin Dillon – Aye, Jeany McGowen – Aye, Ron McMullin – Aye, Amanda Travis – Aye, Judy Tyler – Aye, Judy Wolter – Aye, Scotty Walker – Nay; the motion passed with 8 Ayes and 1 Nay.

- e. **FY21 Draft Budget.** Ms Shelton-Council pointed out that the preliminary budget and the draft budget are in different colors. She also provided the approved budgets from 2018, 2019 and 2020 to use as comparison. Changes from the preliminary budget to the draft budget are as follows; under receipts the Transfers from designated gifts has been lowered to \$40,000. The Warrensburg roofing project has been removed. Ms Shelton-Council will be requesting \$20,000 from the Edwin Guegan Fund for the Lexington capital project and \$20,000 from the Glazebrook Fund for the Concordia parking pad project. Both quotes have been sent to the board. Salaries have been lowered, it is still an estimate and will change again when the Final Budget is presented at the Levy hearing in August. LAGERS was raised to reflect a 3% increase of annual rate. Furniture & Equipment was lowered by \$2,000 because purchases of soft furniture was removed. Ms Shelton-Council remarked that more than likely all soft furniture will be removed from all branches due to the COVID-19 situation. Mr. Walker asked what would happen to the removed soft furniture. Ms Shelton-Council commented that the old soft furniture would be sold. Training, Travel & Meals was raised from the preliminary budget to \$15,000. In FY2018 and FY2019 the library spent \$21,083 and \$20,866.30 respectively. In FY2021 there will be little to no lodging or airfare costs with regard to professional development opportunities, so it was estimated \$15,000 will cover the needs of the library. Vehicle Operations was raised \$3,000 to cover any costs associated with the addition of a digital van that will be purchased via a

grant opportunity. Building Renovation & Repairs was lowered \$5,000 due to projects being removed and placed in either building maintenance and capital projects. Capital Expense was raised \$24,105 to cover the additional capital projects that were removed from Building Renovation & Repairs. The transfer to Developmental Reserves for Debt Service was lowered to \$2,350 but due to language in the policies it will need to be adjusted in the Final Budget. Ms Wolter asked if the designated gifts are restricted in any way. Ms Shelton-Council explained that the Guegan Fund is specifically for the Lexington capital projects and the Glazebrook Fund has no restrictions with it. Ms Wolter then asked about the Holden project. Ms Shelton-Council said the Holden project was put on hold by the board until we got closer to reopening. There is about \$74,000 in designated gifts for improvements to the Holden Branch. Ms Dillon commented that the board had not been presented with a proposal for the Holden project. Ms Wolter commented that for the Lexington renovation of the downstairs restrooms and meeting room door to please make sure the doors are 36" wide not just 30" wide. She sometimes uses a walker and a 30" doorway is not wide enough. Ms Dillon asked why, if the proposal is for \$16,000, is the budget allowing for \$20,000. Ms Shelton-Council explained that the extra \$4,000 was included to cover any cost overruns. Mr. Walker asked why the board needs to decide these projects now. Ms Shelton-Council pointed out the projects will become part of the budget.

Amanda Travis moved to approve the draft budget as presented. Jeany McGowen seconded the motion and a roll call vote was taken; Allycen Burton – Aye, Fern Deatherage – Aye, Carlin Dillon – Aye, Jeany McGowen – Aye, Ron McMullin – Aye, Amanda Travis – Aye, Judy Tyler – Aye, Judy Wolter – Aye, Scotty Walker – Aye, the motion passes with 9 Ayes and 0 Nays. Mr. Walker went on to point out that it is his understanding that the board is just approving the transfer of money not approving the payment of those funds. Ms Shelton-Council

commented that yes, by approving the budget it just approves the transfer of funds from designated gifts.

- f. Expiring Lafayette Board member.** Mr. Walker announced that Judy Tyler's first 4-year term on the board is expiring on June 30. She is eligible for a second term.

Judy Wolter made a motion to recommend Judy Tyler to a second 4-year term to the board. Jeany McGowen seconded the motion and a roll call vote was taken; Allycen Burton – Aye; Fern Deatherage – Aye, Carlin Dillon – Aye, Jeany McGowen – Aye; Ron McMullin – Aye, Amanda Travis – Aye, Judy Tyler – Abstained, Judy Wolter – Aye; Scotty Walker – Aye, the motion passes with 8 Ayes, 0 Nays and 1 Abstention. Mr. Walker thanked Ms Tyler for agreeing to stay on the board for another term. Mr. McMullin will write the letter to the Lafayette County Commissioners recommending Judy Tyler be re-appointed to the board for a second term.

- g. Vote for FY21 Board Officers.** Mr. Walker listed the current officers, Scotty Walker – President, Ron McMullin – Vice-President, Judy Wolter – Treasurer and Judy Tyler – Secretary. He then called for nominations. Judy Tyler moved that the same slate of officers stay on.

Scotty Walker – President

Ron McMullin – Vice-President

Judy Wolter – Treasurer

Judy Tyler – Secretary

Ron McMullin seconded the motion and a roll call vote was taken; Allycen Burton – Aye, Fern Deatherage – Aye, Carlin Dillon – Aye, Jeany McGowen – Aye, Ron McMullin – Aye, Amanda Travis – Aye, Judy Tyler – Aye, Judy Wolter – Aye, Scotty Walker – Aye, the motion passes with 9 Ayes and 0 Nays.

- h. FY21 Board meeting dates & locations.** Ms Shelton-Council pointed out that the August 26<sup>th</sup> meeting is the fourth Wednesday not the usual

third Wednesday. She made this change for the Levy hearing. Ms Dillon asked if all the meetings are going to continue like we have been doing. Ms Shelton-Council commented that July would definitely be held like it is now being done. The library will still be quarantining materials for 72 hours. Ms Shelton-Council did report that there is a study being conducted on just how long the COVID-19 virus will live on library materials. The results of this study will not come out until sometime in August. The best practice is 72 hours for quarantining materials and that is what Trails is doing. Other library systems are also quarantining for 72 hours.

Amanda Travis made a motion to accept the FY21 meeting dates and locations as presented. Allycen Burton seconded the motion and a roll call vote was taken; Allycen Burton – Aye, Fern Deatherage – Aye, Carlin Dillon – Aye, Jeany McGowen – Aye, Ron McMullin – Aye, Amanda Travis – Aye, Judy Tyler – Aye, Judy Wolter – Nay, Scotty Walker – Ayes, the motion passes with 8 Ayes and 1 Nay.

## **6. New Business**

Mr. Walker asked for clarification that during the budget discussion it was stated that the library would no longer have soft furniture. He wanted to know if the intent was to get rid of all soft furniture. Ms Shelton-Council remarked that yes, soft furniture that is used on a daily basis will eventually be gotten rid of. Mr. Walker asked if the soft furniture is going to be sold at each branch. Ms Shelton-Council said yes.

Mr. Walker then remarked that he is being asked daily about when is the library going to open back up to the public. Ms Shelton-Council explained that there are several things that need to happen first before the library can open. The library is waiting on the plexiglass that was ordered in May to arrive so our facilities person can build the counter/circulation desk shields, staff will also need to be trained on how to virtually help people on the computers and we need more virtual programming. Once all of that is in place the branches can begin opening to the public. Ms Shelton-Council

explained that the administrative staff is keeping close watch of best practices and plans accordingly, they look at what other libraries in the area are doing and keep in close contact with the local health departments. Ms Shelton-Council went on to say that the Facilities Technician, Billy Stone, has just constructed from wood 13 sanitation stations. He is an amazing facilities person and by being able to build these stations in house he has saved the library at least \$300. Also, the administrative staff is meeting next week to discuss plans on how to best reopen the branches.

**7. Discussion and Announcements.** Mr. Walker commented that the open Johnson County board seat was not on the agenda and could the board go ahead and vote on the person now. Ms Shelton-Council remarked that the board could discuss the candidates during this time but the board would need a special meeting to actually vote on the matter. The agenda of the special meeting will need to be posted for at least 24-hours. Ms Wolter asked why the item was left off the regular agenda in the first place. Ms Shelton-Council remarked it was just an oversight and no one caught it. Mr. Walker asked if the board would like to discuss the 4 applications now. Ms Wolter mentioned that she liked the applicant that had worked in a library during high school and college. Mr. Walker mentioned that of all the applications he like Georgia Jarman the best. Another board member mentioned that the Dr. could be very interesting and the application was very succinct. Ms Shelton-Council asked if the board would like to schedule a GoToMeeting format for the special meeting. She reminded the board that it would be a short meeting with only one decision on the agenda. Mr. Walker asked again why the board couldn't just act on it now and not wait for a special meeting. Ms Shelton-Council reminded him that since it was a vote, it needed to be posted for 24-hours. It was decided that Friday, June 19 at 9:00p.m. would be the special meeting using GoToMeeting for the board and administrative staff and live screen the meeting on the YouTube channel.

Ms Shelton-Council then read a thank you card from Herman Bonett, the husband of late Susan Bonett. Ms Bonett was the second director for Trails Regional Library. Ms Shelton-Council also announced that the library has been awarded a \$5,000 grant to do a collaborative project with the University of Central Missouri in providing a symposium on the Missouri Bicentennial. Lastly, Ms Shelton-Council remarked that beginning in July 2020 additional administrative staff will be attending board meetings; those attending, the Office Manager, the Technical Services Supervisor and the Services Coordinator. They will be present to answer questions from the board.

**8. Closed Session 610.021 (3).**

At 9:00p.m. Judy Wolter moved to go into closed session. Jeany McGowen seconded the motion and a roll call vote was taken. Voting on the motion was as follows: Allycen Burton – Aye, Fern Deatherage – Aye, Carlin Dillon – Aye, Jeany McGowen – Aye, Ron McMullin – Aye, Amanda Travis – Aye, Judy Tyler – Aye, Scotty Walker – Aye, Judy Wolter – Aye. The motion passed with 9 Ayes and 0 Nays. At \_\_\_\_\_p.m. a roll call vote was taken to end the closed session and resume the open session.

**9. Adjournment**

President, Scotty Walker, adjourned the meeting at \_\_\_\_\_p.m. The next meeting will be at 9:00p.m. on June 19, 2020 via GoToMeeting.

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Board Officer

July 15, 2020  
Date of approval