

**Trails Regional Library Board of Trustees**  
**Minutes of May 19, 2021**

**1. Call to order**

The Trails Regional Library Board met on May 19, 2021 with the majority of the board attending in person at the Warrensburg Branch. The meeting was live streamed for the public on YouTube. President, Scotty Walker, called the meeting to order at 7:00 p.m.

**2. Roll Call**

Board members attending in person: Allycen Burton, Fern Deatherage, Carlin Dillon, Georgia Jarman, Ron McMullin, Judy Tyler, Scotty Walker and Judy Wolter. Unable to attend: Lori Dodson. On duty staff attending in person: Anita Love, Karen Churn and Luke Ciccone who provided technical support for the live stream. Tracy Brantner and Norman Lucas were guests. On duty staff attending via GoToMeeting: Kyle Constant and Sara Evans.

There were 14 members of the public in attendance via the live stream YouTube channel.

**3. Public Comments**

Debbie Kirchhoff, Branch Manager of the Concordia Branch, commented via YouTube, "Please keep in mind if library hours are expanded without expanding staff, staff will be overwhelmed and customer service can't help but be affected negatively." The comment was noted by Mr. Walker.

**4. Consent Agenda**

There were no questions regarding the consent agenda.

Georgia Jarman made a motion to approve the consent agenda with the addition of the printed checks from the general fund. Fern Deatherage seconded the motion and a roll call vote was taken, Allycen Burton -Aye, Fern Deatherage - Aye, Carlin Dillon - Aye, Georgia Jarman - Aye, Ron

McMullin - Aye, Judy Tyler - Aye, Judy Wolter - Aye and Scotty Walker-Aye.  
The motion passed with 8 Ayes and 0 Nays.

## **5. Unfinished Business**

### **a. RFQ for Engineers Committee Report**

Tracy Brantner, Director for the Johnson County Economic Development Corp and Norman Lucas, Director of Pioneer Trails Regional Planning Commission, discussed possibilities as to why there were no responses to the library's requests for engineering firms. Discussion centered around engineers being very busy right now, bad addresses, the truncated deadline, limited resources available which is stretching project timelines and Trails' request for firms to be available on an annual as-needed basis as opposed to just for a specific job.

Moving forward, Ms. Brantner and Mr. Lucas stated that a better list of firms is needed, personal phone calls to firms from them may help the process, expanding firm sites to include architects and give respondents more time to respond. Trails' legal counsel is looking over the revised version of the RFQ which should be ready to mail by Friday, May 21, 2021.

Georgia Jarman made a motion to proceed with the next steps for sending out a revised RFQ to engineers. Ron McMullin seconded the motion and a roll call vote was taken, Allycen Burton - Aye, Fern Deatherage - Aye, Carlin Dillon - Aye, Georgia Jarman - Aye, Ron McMullin - Aye, Judy Tyler - Aye, Judy Wolter -Aye and Scotty Walker - Aye. The motion passed with 8 Ayes and 0 Nays.

## **6. New Business**

### **a. FY22 Preliminary Budget**

Ms. Love presented the preliminary FY22 budget and discussion ensued. It was brought up that maybe there should be budgeted funds for a new roof for the Knob Noster branch. The preliminary budget will need to be approved in June in order to pay the July and August expenses with the final budget being approved at the August board meeting.

## **b. Staffing Needs**

Ms. Love's written proposal for increasing staff in order to accommodate the expanded operating hours was discussed. Three branches, Holden, Concordia and Knob Noster are in need of either one extra 40 or 30-hour circulation clerk.

Judy Wolter moved to direct Ms Love to proceed with either promoting part-time staff or acquiring extra staff in Holden, Concordia and Knob Noster. Fern Deatherage seconded and a roll call vote was taken, Allycen Burton - Aye, Fern Deatherage - Aye, Carlin Dillon - Aye, Georgia Jarman - Aye, Ron McMullin - Aye, Judy Tyler - Aye, Judy Wolter – Aye and Scotty Walker - Aye. The motion passed with 8 Ayes and 0 Nays.

## **c. Leeton Express Branch**

The current agreement with the Leeton R-X School Board requires that the Express Branch provide 12 hours of public service a week. Express Branch Site Supervisor is requesting an increase of 4 hours per week in order to accommodate being open one Saturday a month. Also, she is requesting one additional staff member to be allowed to work during planned special performances during the summer. Discussion ensued regarding cost and whether the Leeton R-X School Board needs to have approval of these changes before any are made on the part of Trails. Georgia Jarman made a motion to approve the requested changes contingent on approval from the Leeton R-X School Board. Judy Wolter seconded the motion and a roll call vote was taken, Allycen Burton - Aye, Fern Deatherage - Aye, Carlin Dillon - Aye, Georgia Jarman - Aye, Ron McMullin - Aye, Judy Tyler - Aye, Judy Wolter – Aye and Scotty Walker - Nay. The motion passed with 7 Ayes and 1 Nay.

## **7. Discussion and Announcements**

Allycen Burton has decided not to serve another 4-year term on the Board. The Board will now have two vacancies, both from Lafayette County.

Mr. Walker raised the question of continuing to require staff and patrons to wear masks. Along those lines Ms. Dillon wanted to raise occupancies in the branches. Ms. Deatherage wanted to lift all Covid restrictions; masks, occupancy limitations and social distancing.

It was decided that the branches will expand occupancy and that staff will still wear masks. There will be signs posted at each branch stating that patrons are encouraged to wear masks while in the library branches beginning June 1, 2021. The subject will be revisited at the June board meeting.

**8. Closed Session pursuant to RMoS 610.**

At 8:47p. m. Georgia Jarman moved to go into closed session. Judy Wolter 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, Georgia Jarman - Aye, Ron McMullin - Aye, Judy Tyler - Aye, Judy Wolter - Aye and Scotty Walker - Aye. Motion passes with 8 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 7:00p.m. on June 16, 2021 at the Warrensburg Branch.

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Board Officer

June 16, 2021  
Date of approval