

## **Minutes of Trails Regional Library Board of Trustees Meeting, April 20, 2022**

### **1. Call to Order**

The Trails Regional Library Board met on April 20, 2022, with members attending in person and via GoToMeeting at the Warrensburg branch. The meeting was live streamed and open for the public to attend. President Scotty Walker called the meeting to order at 7:00 p.m.

### **2. Roll Call**

Board members attending in person: Jane Beal, Fern Deatherage, Ron McMullin, Judy Tyler, Scotty Walker, and Judy Wolter. Attending via GoToMeeting was Sandy Henke. Absent were: Jana Brookshier, Carlin Dillon, and Georgia Jarman. On duty staff attending were: Jackie Hawes, Director, and Luke Ciccone.

### **3. Public Comments**

There were no public comments.

### **4. Consent Agenda**

Ron McMullin moved to approve the consent agenda with the addition of the printed checks from the general fund. Second was made by Jane Beal and roll call vote was taken with the following results: Jane Beal – Aye; Fern Deatherage – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Wolter – Aye; Judy Tyler – Aye; and Scotty Walker – Aye. Motion passed with 7 Ayes and 0 Nays.

### **5. Unfinished Business**

There was no unfinished business.

### **6. New Business**

#### **a. Consider approval to apply for the Show Me Steps to Continuing Education-Individual-MPLD June 2022 Grant**

Director Hawes requested Board approval to apply for the above grant which would pay from \$500 - \$600 for her attendance at the MO Public Library Directors meeting in June 2022. This would require a 10% match from Trails. Following discussion, motion was made by Judy Wolter, with second from Ron McMullin, to apply for this grant. Roll call vote

was taken with results as follows: Jane Beal – Aye; Fern Deatherage – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Wolter – Aye; Judy Tyler – Aye; and Scotty Walker – Aye; Motion passed with 7 Ayes and 0 Nays.

**b. Consider approval to apply for the STEM Kits Grant**

Director Hawes reported that a State Library grant for STEM kits had just become available using extra LSTA money. Trails can apply for up to \$20,000 to purchase pre-made kits to use for in-house programming and/or for circulation through the branches. Technical Services would select which kits to purchase with approval by Director Hawes.

Discussion ensued. Sandy Henke moved to apply for this grant, with second by Fern Deatherage. Roll call vote was taken with the following results: Jane Beal – Aye; Fern Deatherage – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Wolter – Aye; Judy Tyler – Aye; and Scotty Walker – Aye. Motion passed with 7 Ayes and 0 Nays.

**c. Consider approval of Public Services Manager credit card with credit limit of \$4K**

Director Hawes is seeking Board approval of a credit card with a limit of \$4K for the new Public Services Manager, Tessa Molton. She is currently working part-time for Trails while completing the school year as a teacher and will begin working full-time for Trails on May 23, 2022.

Motion made by Judy Wolter, with second by Ron McMullin, to approve credit card with credit limit of \$4K for Tessa Molton. Roll call vote was taken with results as follows: Jane Beal – Aye; Fern Deatherage – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Wolter – Aye; Judy Tyler – Aye; and Scotty Walker – Aye. Motion passed with 7 Ayes and 0 Nays.

**d. Safety Deposit Box**

Director Hawes asked if the Board desires to keep our safety deposit box. The rent for the box has been increased to \$50 per year. The only documents in the box are titles and deeds which can be stored in the fireproof safe in the administrative offices at Warrensburg. If we retain the box, the signatures on it will need to be changed. Currently, it is paid through November 2022. Following discussion, motion was made by Fern Deatherage, with second by Ron McMullin, to close out our

safety deposit box. Scotty Walker will need to go to the bank to empty the safety deposit box in early November. Roll call vote was taken with results as follows: Jane Beal – Aye; Fern Deatherage – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Wolter – Aye; Judy Tyler – Aye; and Scotty Walker – Aye. Motion passed with 7 Ayes and 0 Nays.

**e. FY2023 meeting dates and locations**

Director Hawes asked the Board to decide the FY2023 meeting dates and where to hold them. She stated that all of the branches have streaming capability; however, only Warrensburg, Knob Noster, and Odessa are large enough to allow for social distancing. Judy Wolter stated that in the past we have met at each of the branches once a year with the remainder of the meetings held at Warrensburg. She said this is an opportunity for Board members to visit all the branches and would like to return to doing this. Following discussion, Judy Wolter made a motion to return to having Board meetings at the individual branches. Judy Tyler seconded the motion and roll call vote was taken, with voting as follows: Jane Beal – Aye; Fern Deatherage – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Wolter – Aye; Judy Tyler – Aye; and Scotty Walker – Aye. Motion passed with 7 Ayes and 0 Nays. Director Hawes will bring a list of proposed locations and dates to the May meeting.

**f. Annual library-related promotional events/celebrations**

President Walker stated that he had been unaware of National Library Week until being asked why the Board had not observed it. Director Hawes has provided information about all library-related events typically celebrated through the year.

**g. Books by Mail program update**

President Walker asked about the Books by Mail program and if it is being utilized. Currently there are 3 active users from Odessa, Lexington, and Warrensburg. Following a brief interruption due to the resignation of Sara Evans, these patrons are currently being sent materials. This is a postage-free program and the Foundation donated money for bags to be used. Director Hawes reported that Tani Stuenkel has made a great display for the Lexington branch to let patrons know about this service. President Walker had been told there would be

flyers announcing this service but he had not seen any. They could be posted in post offices and other community buildings. Sandy Henke volunteered to take flyers, brochures, and applications to the Lutheran Nursing Home in Concordia. People in nursing homes are in need of this service as they cannot visit the libraries and have asked for books, DVD's, etc.

## **7. Announcements**

- a. The Warrensburg Branch will be closing at 2:30 p.m. on Monday, May 2, in order for all WB staff to attend Crisis Intervention Training at the WB Police Department training room from 3-8 p.m.

Director Hawes stated that the date for this training has been moved to May 16. Jane Beal stated she believes that it is a good idea for the Police Dept to hold this training. She added for our information that Bates City holds Mental Health Court each month for those with mental health issues who have been arrested. They can get resources and counseling. This Court is open to all Lafayette County cities.

Director Hawes explained that the Warrensburg branch has made 25 calls to the police dept through March of 2022. In 2020, 8 calls were made, and in 2021, 33 calls were made. She stated that their staff deal with patron behavior issues, many of whom are mentally ill, on a daily basis. Despite TRL staff efforts, the problems/issues continue to increase. The police dept is keeping an eye on their parking lot.

## **8. Adjournment**

President Walker adjourned the meeting at 7:42 p.m.

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Board Officer

Date of Approval