

Minutes of Trails Regional Library Board of Trustees Meeting, May 18, 2022

1. Call to Order

The Trails Regional Library Board met on May 18, 2022, with members attending in person 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, Jana Brookshier, Fern Deatherage, Carlin Dillon, Sandy Henke, Ron McMullin, Judy Tyler, Judy Wolter, and Scotty Walker. Absent was: Georgia Jarman. On duty staff attending: Jackie Hawes, Director, Tessa Moulton, Luke Ciccone, and Jae Steinkuhler. Off duty staff attending: Chloe Shenkle, Jessica Craig, and Regina Lamont. Guests attending: Scott Shipley, Charles Petentler and Donna Petentler.

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 following results: Jane Beal – Aye; Jana Brookshier – Aye; Fern Deatherage – Aye; Carlin Dillon – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Tyler – Aye; Judy Wolter – Aye; and Scotty Walker – Aye; Motion passed with 9 Ayes and 0 Nays.

5. Unfinished Business

a. FY2023 meeting dates and locations

Director Hawes presented a schedule of meeting dates for FY2023. One meeting will be held at each branch with the remainder to be held at Warrensburg. Motion was made by Jana Brookshier, with second by Carlin Dillon, to accept the schedule as presented. Voting was as follows: Jane Beal – Aye; Jana Brookshier – Aye; Fern Deatherage – Aye; Carlin Dillon – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Tyler – Aye; Judy Wolter – Aye; and Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

6. New Business

a. Introduce new Public Services Manager, Tessa Moulton

Tessa Moulton introduced herself to the Board. She has spent 21 years teaching but wanted a change in careers. She stated the transition to working in the library field has been wonderful.

b. Consider approval to accept award for \$12,358.50 for the STEM Kits Grant

Following a short discussion, Judy Wolter moved to accept the grant of \$12,358.50 for STEM Kits, with second by Sandy Henke. Voting was as follows: Jane Beal – Aye; Jana Brookshier – Aye; Carlin Dillon – Aye; Fern Deatherage – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Tyler – Aye; Judy Wolter – Aye; and Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

c. Consider reappointment of Jana Brookshier to TRL Board of Trustees

Director Hawes stated that she had contacted both Board members, Jana Brookshier and Fern Deatherage, to ask if both would consider serving another full term. Jana Brookshier has agreed. Motion made by Judy Tyler, with second by Sandy Henke, to recommend reappointment of Jana Brookshier to TRL Board of Trustees. Voting was as follows: Jane Beal – Aye; Jana Brookshier – Aye; Carlin Dillon – Aye; Fern Deatherage – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Tyler – Aye; Judy Wolter – Aye; and Scotty Walker – Aye. Motion passed with 9 Ayes. Letter recommending her reappointment will be sent to the Johnson County Board of Commissioners.

Fern Deatherage declined serving another term on the TRL Board; however, she has discussed the possibility of serving on the Board with someone she knows.

d. Consider appointment of Deana Aversman to the TRL Foundation Board

Following short discussion, Fern Deatherage made a motion to appoint Deana Aversman to the TRL Foundation Board. Second was made by Sandy Henke and voting was as follows: Jane Beal – Aye; Jana Brookshier – Aye; Fern Deatherage – Aye; Carlin Dillon – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Tyler – Aye; Judy Wolter – Aye; and Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

e. Consider approval of changes to Policy F307-Personnel Action Forms

Director Hawes has outlined some changes she would like to implement in Policy F307-Personnel Action Form. The policy would then be in place in the event it was necessary for someone to work remotely. Following discussion, motion was made by Jana Brookshier to approve the suggested changes to Policy F307-Personnel Action Forms. Motion was seconded by Jane Beal with voting as follows: Jane Beal – Aye; Jana Brookshier – Aye; Fern Deatherage – Aye; Carlin Dillon – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Tyler – Aye; Judy Wolter – Aye; and Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

f. Consider approval to hire two 19hr PT Safety Technicians for Warrensburg branch

Director Hawes is asking Board approval to hire two PT Safety Techs. These individuals would work at the Warrensburg branch to assist library staff in providing a safe and secure environment in and around the library premises.

Discussion ensued. Have cameras been considered or are they too expensive? Would grants be available for purchasing these? Would these employees wear some type of uniform so as to look like they are in authority? Has the library sustained any damage? Being homeless has not been the issue but the behavior of some homeless individuals has violated our patron behavior policy. There has been a problem with trash left both inside and outside the library, including needles, pills, and feces. The police have been called numerous times and have always responded. How do other libraries handle these situations? These positions will be considered temporary, existing only as long as necessary to ensure staff and patrons are safe.

Following discussion motion was made by Fern Deatherage to approve the hiring of two 19 hr PT Safety Technicians. Second was made by Carlin Dillon and voting was as follows: Jane Beal – Aye; Jana Brookshier – Abstain; Fern Deatherage – Aye; Carlin Dillon – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Tyler – Aye; Judy Wolter – Aye; and Scotty Walker – Aye. Motion passed with 8 Ayes and 1 Abstention.

g. Consider approval to enter into contract with JR & Co for the installation of new fully adhered TPO roof system at the Warrensburg Branch as specified under the Alternate Bid #1 scope of work

Director Hawes explained that she is hoping to finalize the contract with JR & Co to replace the Warrensburg branch roof this week. In order to finalize she requires the Board's approval. Following approval and signing of the contract by both parties, the work should begin within 30 days and completed within another 30 days. Following short discussion, Judy Wolter moved to move forward with signing the contract, with second by Carlin Dillon. Voting was as follows: Jane Beal – Aye; Jana Brookshier – Aye; Fern Deatherage – Aye; Carlin Dillon – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Tyler – Aye; Judy Wolter – Aye; and Scotty Walker – Aye. Motion passed with 9 Ayes and 0 Nays.

h. Strategic plan draft review

Director Hawes had distributed copies of the Strategic Plan for the Board to review. Discussion ensued over some of the proposed projects. This is not a final plan but will aid in determining needs during the budgeting process.

7. Announcements

There were no announcements.

8. Adjournment

President Walker adjourned the meeting at 7:52 p.m.

Board Officer

Date of Approval