

Minutes of Trails Regional Library Board of Trustees Meeting, March 15, 2023

1. Call to Order

The Trails Regional Library Board met on March 15, 2023, at the Knob Noster branch and was live streamed for the public. President Scotty Walker called the meeting to order at 7:02 p.m.

2. Roll Call

Board members attending: Judy Wolter, Patty Long, Jane Beal, Carlin Dillon, Sandy Henke, Ron McMullin, Judy Tyler, and Scotty Walker. On duty staff attending: Jackie Hawes, Director, Luke Ciccone, Laura Parent, and Lexi Baumgartner. Guests attending: Sharol McMullin, Goldie Edwards, and Bill Wayne.

3. A Message from the Board President Scotty Walker

President Walker shared comments he had written regarding the evaluation process of the director. One of the original members of the evaluation committee had submitted her resignation last December. He had never been a part of the evaluation process but had been asked to join the committee in giving Director Hawes her final evaluation. He was surprised when another of the committee members later contacted him to submit her resignation from the board.

4. Public Comments

There were no public comments.

Laura Parent, branch manager, stated that everything is going well at the Knob Noster branch. They are now presenting two story times each Wednesday due to such a large turnout. They make a monthly visit to Head Start, have begun an adult book club, and a Lego club for kids and families. She shared that their branch will host the Smithsonian traveling exhibit later this year. They were picked along with five other small rural libraries to host and are quite proud of this fact.

5. Consent Agenda

Motion made by Ron McMullin, with second by Carlin Dillon, to approve the consent agenda. Vote was taken by show of hands and motion passed unanimously. Patty Long then asked if minutes should also be approved, as they

were not included in the consent agenda listed. Ron McMullin moved to approve the February minutes, with second by Patty Long. Vote taken by show of hands and motion passed unanimously.

6. Unfinished Business

Director evaluation has been completed, and Jackie Hawes has been given a favorable review.

7. New Business

a. Consider TRL Board of Trustees applicants to appoint applicants to the vacant Johnson County seats.

Sandy Henke suggested that, due to receiving seven applications, we interview each applicant. Discussion ensued. Sandy Henke then made the motion that we hold a special meeting to conduct interviews. Ron McMullin seconded the motion and roll call vote was taken by show of hands with the following results: Judy Wolter – No; Patty Long – Aye; Jane Beal – No; Carlin Dillon – Aye; Sandy Henke – Aye; Ron McMullin – Aye; Judy Tyler – Aye; and Scotty Walker – Aye. Motion passed with 6 Ayes and 2 Nos. It was decided to hold this meeting on March 22, beginning at 5:30 p.m., at the Warrensburg branch. Fifteen minute time slots will be scheduled with the same set of questions to be answered by each applicant.

b. Consider TRL Foundation Board applicant to appoint applicant to the vacant Lafayette County Seat.

Judy Wolter made a motion, with second by Jane Beal, to appoint Sharon Wagner to the Lafayette County seat on the Trails Foundation Board. Vote was taken by show of hands and motion passed unanimously.

c. Consider alternate location for May 2023 meeting.

Deanna Schuler, Leeton branch manager, has requested that the TRL board meeting scheduled for May 17 be held at another branch, citing that this date falls during their last week of school. She suggested that July would be a better time to hold our meeting there. The May 2023, board meeting will now be held in Warrensburg with the July 2023, meeting in Leeton.

d. Consider approval of the proposed new organizational structure.

Director Hawes explained that the current organizational chart that was approved in January 2022, was not working as well as planned and that she wanted to change its format. The position of HR manager is currently open but, when filled, she wants to move the office manager position under the HR manager. The public services manager position would be re-classed as marketing/communication specialist, with a program coordinator working under this position. One of these positions is currently open, also. The current circulation coordinator would be moved under the technical services manager. The custodian II would be moved under the support services manager. Director Hawes stated that when hiring for the open positions, an up-to-date job description relates the expected duties. After further discussion, Patty Long made a motion to accept the proposed organizational chart, with second by Sandy Henke. Vote was taken by show of hands and motion passed unanimously.

e. Consider approval to amend the TRL Board of Trustees Bylaws to repeal Article III-Membership, Section 2-Term of office

President Walker proposed repealing Article III, Section 2 which deals with terms of board members. Members are recommended by the board and approved by the county commissioners for terms of 4 years and may be re-appointed for an additional 4 years; however, they must then go off but may re-apply for board positions after 2 years. Currently, there are 2 vacancies from Johnson County which we plan to fill after interviewing the 7 applicants on March 22. There will be 2 more Johnson County vacancies after June 30, when Mr. Walker and Judy Wolter complete their terms. At that time there will also be a vacancy from Lafayette County when Ron McMullin completes his term.

President Walker believes that will leave the board with a limited amount of experience and desires to amend the bylaws so that he and the other two persons mentioned can serve an additional term or even only an additional year. Lengthy discussion ensued.

Sandy Henke made a motion to repeal Article III, Section 2 of the bylaws, with second by Carlin Dillon. Roll call vote was taken with the following results: Judy Wolter – Aye; Patty Long – No; Jane Beal – No; Carlin Dillon – Aye; Sandy Henke – Yes; Ron McMullin – Aye; Judy Tyler – Aye; and Scotty

Walker – Aye. There were 6 Ayes and 2 Nos; however, as this requires unanimous approval, the motion did not pass. This will be placed on the agenda next month for discussion and vote. It must be the exact motion next time and if motion is made to repeal, wording must be prepared to replace.

8. Announcements

Sandy Henke asked to have an item added to April’s agenda. She would like to know why Trails has so many problems with our ADP payroll system and wants to discuss this. This will be placed on the April agenda.

Director Hawes reported that the Public Safety Technician positions have ended as of February 28, 2023. One of the techs was hired to fill a library clerk vacancy in the Warrensburg branch.

9. Adjournment

President Walker adjourned the meeting at 8:35 p.m.

Board Officer

Date of Approval