

# Meeting Minutes

## Trails Regional Library Board of Trustees

Wednesday, August 23, 2023 @ 7pm

Warrensburg Branch, 432 N Holden Warrensburg, MO

### 1. Call to Order

Meeting began at: 7:00pm

### 2. Roll Call

- a. Board Members Present: Goldie Edwards, Leanna Watts, Dan Brigman, Judy Tyler, Michelle Amos, Carlin Dillon, Bekki Currier, Patty Long
- b. Board Members Present via Phone/Teleconference: Jane Beal, Mike Elder
- c. Board Members Absent: none
- d. Staff Present: Jackie Hawes (TRL Director), Jae Steinkuhler (Warrensburg Branch Manager), Luke Ciccone (Computer Technician)
- e. Visitors Present: none

Due to having four new board members, introductions were made.

### 3. Public Comments

- a. Warrensburg Branch Manager - Jae Steinkuhler  
Winding down Summer Reading Program  
Painting the town red - window display

### 4. Consent Agenda

Motion by Goldie Edwards to approve the Consent Agenda

Second by Carlin Dillon

All Aye

- a. Minutes
- b. Financial Report: General Fund
- c. Financial Report: Designated Gifts
- d. Financial Report: Approval of Invoices & Checks

## 5. Unfinished Business

- a. Discussion on Holden Branch lease

The City of Holden is wanting us to send them the updated agreement, but usually in a situation as this, the Lessor would provide the document for approval and signatures. Jackie is meeting with a lawyer to go over the lease on Friday. We will wait for suggestions from them.

## 6. New Business

- a. 2023 Tax Levy Hearing

Motion by Carlin Dillon to accept the proposed tax rate for the General Fund of \$0.2562 per \$100 of valuation.

Second by Judy Tyler

All aye

- b. Consider approval of the FY 2024 Final Budget

Motion by Bekki Currier to accept the changes to the preliminary budget and accept the 2024 Final Budget.

Second by Judy Tyler

Roll call vote:

Aye	Name	Nay
<input checked="" type="checkbox"/>	<b>Goldie Edwards</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Leanna Watts</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Dan Brigman</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Judy Tyler</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Michelle Amos</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Carlin Dillon</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Bekki Currier</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Patty Long</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Jane Beal</b>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Mike Elder</b>	<input type="checkbox"/>

Discussion:

- Fiscal year begins July 1
- Branches aren't given a specific budget, but request what they need and it is either approved or declined. Carlin concerned b/c Waverly did not request anything. Warrensburg is getting a lot of wooden furniture - some from the foundation.
- Replacing courier van - anticipating, or just putting money back? A little of both. Instead of going to the dealership for repairs, switched to diesel mechanic in Higginsville.
- Designated gifts - going out for bid for financial services is still on Jackie's list to do.

c. Consider alternate date for Sept 2023 meeting

Motion by Goldie Edwards to change the Sept meeting to the 27th.

Second by Bekki Currier

This gives Jackie more time to prepare and accomplish tasks. Jane is unable to attend b/c she will be on her anniversary trip.

d. Consider bids in order to approve entering into an agreement with Cale Seymour for the skirting and drainage project at the Annex

Motion by Judy Tyler to accept bid from Cale Seymour construction for skirting and drainage at the Annex.

Second by Leanna Watts

All ayes

Discussion:

- The annex is an office for support services, the garage for the vans, mower and other equipment is stored here. It floods. This was the only bid we received.
- Not relocating anyone or anything, so no additional cost there.

e. Consider bids in order to approve entering into an agreement with

Advanced Asphalt for repaving parking lot and repairing curbs at Knob Noster Branch

Motion by Judy Tyler to accept bid from Advanced Asphalt to repave Knob Noster

Second by Dan Brigman

All ayes

Discussion:

Large discrepancy in bid amounts. It was noted that Advanced Asphalt owns their equipment, have people certified to do this work, and this is their specialty, so that could explain the cheaper price point.

- f. Consider bids in order to approve entering into an agreement with Advanced Asphalt for repaving parking lot and driveway at the Concordia Branch

Motion by Goldie Edwards to table the bids to repave for Concordia at this time.

Second by Leanna Watts

All ayes

Discussion:

Is the paving project at Concordia necessary? There are no big holes, drive through is fine.

Luke says that we would need to put gravel down if we weren't going to pave it. Jackie mentioned that the snow removal ends up taking some gravel with it each year.

There is a possibility of heavy equipment on the driveway to repair the wall.

Motion by Goldie Edwards to explore options to repair the drive and back lot at Concordia.

Second by Dan Brigman

All ayes

Roger will check with Concordia to make sure gravel is allowed in these spaces as a stop-gap.

- g. Consider approval to enter into agreement with The Wilson Group for north wall repairs at the Concordia Branch

Motion by Carlin Dillon to enter into agreement with the Wilson Group for the north wall repairs at the Concordia Branch  
Second by leanna Watts

- h. Consider approval to hire for a seasonal position, Programs & Publicity Assistant

Motion by Carlin Dillon to approve hiring a seasonal Programs & Publicity Assistant.  
Second by Judy Tyler  
All ayes

- i. Consider approval of accepting the donation of a bench at the Waverly Branch in memory of former Board Member Fern Deatherage

Motion by Carlin Dillon to accept donation of a bench at the Waverly branch in the memory of Fern Deatherage  
Second by Bekki Currier  
Waverly Jaycees & family who gathered donations.

## **7. Announcements**

TRL Board Retreat October 11, 2023 at 6pm @ Warrensburg Branch

## **8. Adjournment**

8:35pm

Next Meeting: Wednesday, September 27, 2023, 7pm @ Waverly Branch