

Meeting Minutes

Trails Regional Library Board of Trustees

Wednesday, October 18, 2023 @ 7pm

Corder Branch - 221 N Lafayette, Corder, MO

1. Call to Order

Meeting began at: 7:02pm, called to order by Patty Long, President

2. Roll Call

- a. Board Members Present: Dan Brigman, Goldie Edwards, Michelle Amos, Patty Long, Judy Tyler, Jane Beal, Leanna Watts, Bekki Currier
- b. Board Members Present via Teleconference: Mike Elder
- c. Board Members Absent: Carlin Dillon
- d. Staff Present: Jackie Hawes, Library Director; Shelly Blackburn, Corder Branch Manager
- e. Visitors Present:None

3. Public Comments

- a. Shelly Blackburn, Corder Branch Manager introduction and update on the branch

4. Consent Agenda

Motion by Michelle Amos to approve w/ correction to minutes

Seconded by Jane Beal

Roll Call Vote, All Ayes - Motion Passed

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

5. Unfinished Business

- a. None

6. New Business

- a. Discussion on Director Evaluation

- i. Suggestion by Jane: Jackie should put together a job description and tentative evaluation tool that aligns with evaluation process used with other staff in the library district
Motion by Michelle to begin the process by having Jackie provide tentative job description and evaluation guidelines
Seconded by Dan Brigman
Role Call Vote, All Ayes - Motion Passed
- b. A committee will review the job description, evaluation, and process and then implement the process, sending evaluations to and collecting them from staff, tabulating results and report back to the board
Committee members include: Bekki Currier, Mike Elder, Leanna Watts, & Patty Long

7. Announcements

Knob Noster parking - have done the work, but not happy with it. They are coming back to do some work on the curbs.

Concordia wall has started, will get more info from Roger tomorrow.

Agenda item for next time: Board Retreat Goals

Thank you to staff for card, swag, and invitation to the holiday party which is Saturday, December 2nd. Watch for an official email invitation.

8. Consider Approval to Go into Closed Session 610.021 (13) - Personnel

Motion by Bekki Currier to go into closed session

Seconded by Leanna Watts

Roll Call Vote, All Ayes - Motion Passed

9. Adjournment

Next Meeting: Wednesday, November 15, 2023, 7pm @ Concordia Branch