

Meeting Minutes

Trails Regional Library Board of Trustees

Wednesday, November 15, 2023 @ 7pm

Concordia Branch, 813 S Main Concordia, MO 64020

1. Call to Order

Meeting began at: 7:00pm, called to order by President Patty Long

2. Roll Call

- a. Board Members Present: Judy Tyler, Leanna Watts, Goldie Edwards, Jane Beal, Patty Long, Michelle Amos, Bekki Currier, Mike Elder, Dan Brigman
- b. Board Members Present via Teleconference: Carlin Dillon
- c. Board Members Absent: None
- d. Staff Present: Debbie Kirchhoff, Concordia Branch Manager; Luke Ciccone, IT Technician
- e. Visitors Present: Daniel Rodriguez w/ Colonial Life & Robbie Usher w/ Globe Life

3. Public Comments

- a. Concordia Branch Manager - Debbie Kirchhoff
 - i. Di-November (dinosaurs throughout the library)
 - ii. Building used to be a firehouse
 - iii. Wall work going well, painter was fantastic
 - iv. Marshall Public Library Director visited and was complimentary

4. Consent Agenda

Motion by Goldie Edwards to accept the Consent Agenda

Second by Jane Beal

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

None

6. New Business

- a. Colonial Life presentation - Daniel Rodriguez
 - i. Gathr is a leave-behind product, so if we went with Colonial Life for a time and then went away from them, we could keep the Gathr program.
 - ii. Utilize Sourcewell, helps mitigate RFP struggle
 - iii. Patty asked for questions, there were none.
- b. Globe Life presentation - Robbie Usher
 - i. Liberty National Division
 - ii. No advertising b/c they use that money to go back into their employers, employees, and plans
 - iii. Life insurance is their "big deal"

- c. Consider approval of the Missouri Evergreen MOU

Motion by Michelle Amos to approve the Missouri Evergreen MOU

Second by Leanna Watts

All Ayes - Motion Passed

- i. More clearly outlines the duties of the members.
- ii. Static email, "director", "assistant director" - helps with seamless transitions
- iii. Jackie has no issues with all changes.

- d. Consider approval to accept the MO State Library CSLP Promotional Grant

Motion by Bekki Currier to accept the MO State Library CSLP Promotional Grant of \$623.75

Second by Michelle Amos

All Ayes - Motion Passed

- e. Discussion on Smithsonian Institution's exhibit Crossroads: change in Rural America <https://www.youtube.com/watch?v=WYIjONU3IBA>

- i. Need volunteers for Mon-Sat hours 9am-6pm
- ii. Let Jackie know if you're available to volunteer or have any questions

- f. Consider approval of Director job description

Motion by Leanna Watts to accept the Library Director job description as presented

Second by Dan Brigman

All Ayes - Motion Passed

- i. Discussion
 - 1. Some punctuation issues will be addressed.
 - 2. This job description is for reference and a guide for what a director will be evaluated over.

- g. Consider approval of evaluation form & process

Motion by Michelle Amos to give authority to the Director Eval Committee to finalize the evaluation and process and present to board in December

Second by Jane Beal

All Ayes - Motion Passed

- i. Goldie suggests comments could be made by the person being evaluated - Jackie said the response would usually happen verbally, but the person evaluated would receive a summary. Then a meeting would happen, which gives the team member time to process the results and come up with discussion points.
- ii. Include who is doing what, when...timeline of evaluation

7. Announcements

- a. KOKO radio show w/ Woody invites someone from TRL to be interviewed on the show. Need a volunteer for Tues 11/21 (always the 3rd Tues) 9am, Anita or Tessa generally go - Dan Brigman volunteers to be interviewed
- b. Goldie, Patty, & Michelle volunteer for future months

Goldie complimented Corder for their outreach activities, post lots of places around town.

Follow Mychal3ts on Instagram for fun library social media content ideas.

8. Adjournment

@ 8:26pm

Next Meeting: Wednesday, December 13, 2023 at 7p.m.