

# Meeting Minutes

Trails Regional Library Board of Trustees  
Wednesday, February 21, 2024 at 7:00pm  
Knob Noster Branch, 202 N Adams Avenue

1. Call to order
  - a. Called to order by: President Patty Long at 7:00pm
2. Agenda Amendment
  - a. Consider approval to enter into an agreement with MTS Contracting (through Gordian) to remove, refurbish, and rehang the awning at Lexington
    - Motion by Jane Beal
    - Second by Mike Elder
    - All Ayes - Motion Passed
3. Roll Call
  - a. Board members present: Mike Elder, Leanna Watts (arrived at 7:07pm), Carlin Dillon, Michelle Amos, Patty Long, Jane Beal, Goldie Edwards, Bekki Currier
  - b. Board members absent: Dan Brigman, Leanna Watts
  - c. On Duty Staff present: Laura Parent, Knob Noster Branch Manager
  - d. Guests present: None
4. Public Comments - Welcome & overview of the Knob Noster Branch by Laura Parent, Branch Manager
5. Consent Agenda
  - a. Minutes - separated from group
    - Motion by Goldie to approve the minutes with the change of replacing "Wilson Group" with "MTS Contracting"
    - Second by Bekki
    - Ayes - Mike Elder, Carlin Dillon, Patty Long, Jane Beal, Goldie Edwards, Bekki Currier
    - Abstention - Michelle Amos
    - Motion Passed

\*Leanna joined the meeting @ 7:07pm\*

- b. Financial report: General Fund
- c. Financial report: Designated Gifts
- d. Financial report: Approval of Invoices & Checks
  - Motion by Michelle Amos
  - Second by Leanna Watts
  - All Ayes - Motion Passed

## 6. Unfinished Business

- a. Consider approval to enter into agreement(s) with the Platinum Roofing for roof and gutter repair

Motion by Carlin Dillon to accept the bid from Platinum Roofing to repair the roof at Waverly

Second by Mike Elder

All Ayes - Motion Passed

Motion by Goldie Edwards to accept the bid from Platinum Roofing for gutter repair

Second by Leanna Watts

All Ayes - Motion Passed

- b. Consider approval of the records disposal list and required disposal methods Pros - labor cost to take the files somewhere & sooner date

Motion by Michelle Amos to use the state option to have the records disposed of in March

Second by Jane Beal

Discussion - the keeper of the records has to go to the truck - this is Jackie

All Ayes - Motion Passed

## 7. New Business

- a. Consider approval to enter into agreement with MTS Contracting for masonry improvements at the Waverly Branch
- b. What is a deadman? An object buried in or secured to the ground for the purpose of providing anchorage or leverage.

Motion by Michelle Amos to approve MTS Contracting bid for masonry repairs at the Waverly branch

Second by Mike Elder

All Ayes - Motion Passed

- c. Consider approval to enter into agreement with The Wilson Group for front façade repair at the Waverly Branch

Motion by Jane Beal to approve The Wilson Group for front façade repair at the Waverly Branch

Second by Leanna Watts

All Ayes - Motion Passed

- d. Consider approval of revisions to the strategic plan  
How does staff get informed about the Strategic Plan? Emailed out. Jackie said it would be good to go over it in a meeting.
- e. Suggestion by Bekki to have staff look over the plan in a meeting and note the different

sections they play a part in - this increases ownership and buy-in for the plan district-wide

Motion by Jane Beal to approve the revisions to the strategic plan  
Second by Goldie Edwards  
All Ayes - Motion Passed

f. Establish the Public Request Committee (standing committee)

Michelle & Goldie volunteer. The committee by default includes the current Board President

g. Consider approval to enter into agreement with GFI Digital for copier lease program

Motion by Leanna Watts to enter into agreement with GFI Digital for copier lease program  
Second by Michelle Amos  
All Ayes - Motion Passed

h. Consider approval to enter into an agreement with MTS Contracting (through Gordian) to remove, refurbish, and rehang the awning at Lexington

Motion by Michelle Amos to approve work order with MTS Contracting for awning work at Lexington  
Second by Mike Elder  
All Ayes - Motion Passed

8. Announcements

- Warrensburg branch phone recording message - option 1 not functioning?? Numbers have been updated b/c some were wrong. Goldie Edwards said there was the same type of system at the police station.
- Carlin complimented the rearrangement of the Warrensburg branch. Lots of people have been asking questions of the librarian that is now stationed at the back. Restrooms in the children's area are re-opened.
- Improvements to the annex have been finished and are functioning as expected.
- Many attended Library Advocacy Day in Jefferson City. Overall everyone was very receptive, though one representative stood them up.
- Goldie said she thought the programs had good attendance numbers but wondered if there is anything that can be done to help get information out about the programs? Jackie said they are investigating ways to send notifications.

9. Consider approval to go into Closed Session 610.021 (13) - Personnel Motion

by Michelle Amos to go into closed session  
Second by Jane Beal  
All Ayes - Motion Passed

10. Adjournment - 7:46pm

Motion by Michelle Amos to adjourn

Second by Carlin

All Ayes - Motion Passed

Next meeting: Wednesday, March 20, 7pm @ Holden Branch

April 17, 2024, 7pm - Lexington

May 15, 2024, 7pm - Warrensburg

June 19, 2024, 7pm - Odessa