

Meeting Minutes

Trails Regional Library Board of Trustees

Wednesday, May 15, 2024 at 7:00pm

Warrensburg Branch, 432 N Holden Warrensburg, MO

1. Call to order

- a. Time meeting began: 7:02pm
- b. Called to order by: Patty Long, president of the board

2. Roll Call

- a. Board members present in person: Michelle Amos, Jane Beal, Carlin Dillon, Bekki Currier, Patty Long, Dan Brigman, Judy Tyler, Goldie Edwards
- b. Board members present online: None
- c. Board members absent: Mike Elder, Leanna Watts
- d. On-Duty Staff present: Jackie Hawes, Jae Steinkuehler
- e. Guests present: None

3. Public Comments

- a. Warrensburg Branch Manager - Jae Steinkuehler - gave an update on the branch and upcoming events

4. Consent Agenda

- a. Minutes
 - b. Financial report: General Fund
 - c. Financial report: Designated Gifts
 - d. Financial report: Approval of Invoices & Checks
- Motion by Michelle Amos to accept the Consent Agenda as presented
Second by Jane Beal
All Ayes - Motion Passed

5. Unfinished Business

- a. Concordia Lion's Club Mural Committee - discussion on proposal
 - i. Branch Manager isn't sure about the theme, possible issues
 - ii. The wall may still need work - time will tell
 - iii. One difference still is that we are a public entity
 - iv. Discussion was held

Motion by Judy Tyler to allow a patriotic mural to be painted on the north wall of the Concordia library subject to final design approval by the board of trustees
Second by Goldie Edwards
Goldie Edwards - Yes, All others - No

Motion Failed

6. New Business

- a. Consider approval of Corder Branch Manager credit card with credit limit of \$500
Motion by Bekki Currier to approve a credit card for the Corder Branch Manager with a limit of \$500.

Second by Dan Brigman

All Ayes - Motion Passed

- b. Consider approval of FY25 Board of Trustees meeting dates and locations

- i. July 1? Supposed to be July 17
- ii. Why Aug 28 and not 21? Tax Levy approval.
- iii. March 2025 changed to be held in Warrensburg
- iv. April 2025 changed to be held in Holden

Motion by Michelle Amos to accept revised version of dates and locations for the FY25 Board of Trustees meetings.

Second by Dan Brigman

All Ayes - Motion Passed

- c. Consider TRL Board of Trustees applicants to recommend appointments to the upcoming vacant Johnson County seat

- i. Michelle Amos announced she has accepted position in Statesboro, GA, so there will be an additional vacancy
- ii. Applications for board members were reviewed and discussed

Motion by Jane Beal to recommend Goldie Edwards to the commissioners

Second by Michelle Amos

Ayes: Michelle Amos, Jane Beal, Carlin Dillon, Bekki Currier, Patty Long, Dan Brigman, Judy Tyler

Abstained: Goldie Edwards

Motion Passed

Motion by Michelle Amos to recommend Paul Polychronis to the commissioners

Second by Dan Brigman

All Ayes - Motion Passed

- d. Consider approval for the Corder Branch to be a polling place for Lafayette County

- i. The polling place was moved from the library because the gentleman across the street offered the use of his place, but has now converted the space into residential, so it is no longer available for use
- ii. Discussion regarding the permissions needed to move the polling place, need to hear back from the county clerk

Motion by Goldie Edwards to table the request until we receive more information from the county clerk

Second by Judy Tyler

All Ayes - Motion Passed

- e. Discussion TRL Foundation Board Meeting Minutes (May 2023 to May 2024)
 - i. If someone passes away and wants money left to a certain branch, they can give it to the foundation, or to the library district under designated gifts
 - ii. How do people know if they want to donate to the foundation or the library district? It's their preference. Some think they need to donate to the 501 c (3) to get a tax credit (the foundation), but the library district is also non-profit, so they can get a tax credit
 - iii. No fundraising is going on for the foundation except book sales at a few branches even though the policy says that is one of the main purposes of the foundation
 - iv. Some branches don't seem to be getting approval for purchase requests and others are
 - v. A donation was made to the library in December from the Holden branch area and the family is concerned there has been no action, the money has not been spent
 - vi. Furniture - Warrensburg got so much through the foundation, but another branch was told they had to wait to see if they could get a free bench - practices don't seem equitable
 - vii. It was mentioned that there should be a transparent application for the branches to use, so the process is clear, and the consideration is the same across the board
 - viii. Specific topics regarding the foundation will be brought to the board for discussion at a later meeting
 - ix. The Board of Trustees appoints foundation board members

- f. Consider approval of the staff recognition committee proposal
 - i. Jane Beal recommends they leave out the city, zip code, email address on the top portion of the nomination - possibly just make it optional
 - ii. Goldie Edwards recommends taking off the email address of the nominator b/c some people don't want to give this information - possibly just make it optional...phone number or email address, whichever they prefer
 - iii. Bekki Currier suggested carrying over nominations. Patty Long thought keeping nominations in the pool for a year would be sufficient.
 - iv. An annual picnic was discussed. It was suggested to hold it in August to correlate with conclusion of the Summer Reading Program
 - v. Dan Brigman thinks it would be good to have a standing date such as the second Saturday in August for consistency

Motion by Goldie Edwards to accept and fund the Trail Blazer and Blaze staff recognition programs with discussed updates

Second by Michelle Amos

All Ayes - Motion Passed

- g. Consider approval to revise the TRL Board of Trustees Bylaws Introduction
 - i. Remove comma and put the word “and” since it’s only two things
 - ii. “Accompanied by **their approved** recommendation”
 - iii. “Prior to the expiration of a term or **if** a board member resigns...”
 - iv. In **that county’s local** newspapers

Motion by Judy Tyler to approve the changes as discussed to the TRL Board of Trustees Bylaws Introduction

Second by Michelle Amos

All Ayes - Motion Passed

- h. Draft Budget
 - i. Will be brought back next month for approval.
 - ii. Carlin Dillon questions why Holden hasn’t gotten the furniture they’ve requested. Jackie stated it was because it took longer than anticipated to get the needed information from the branch manager, but the furniture has now been ordered
 - iii. Has an additional parking lot been considered at the Warrensburg branch? Jackie said it hasn’t since she has been here, but historically it was looked into but decided the price to remedy the watershed/storm drain issue was not worth it
 - iv. Doors being brought up to ADA compliance is planned
 - v. Michelle Amos shared she was sad the grant amount diminished, but excited about future opportunities for grants

7. Announcements

- a. Board vacancies in Johnson & Lafayette Counties
- b. Cell phones are in for administration. Numbers will be sent to the board.
- c. Help at the Dinosaurs Summer Reading kick off if you are able
- d. Goldie Edwards shared that there is a writer's workshop on June 1 led by 3 multi-published authors - \$30 workshop fee - for food & supplies, open to anyone
 - i. There is also a FREE panel discussion in the afternoon w/ book signing (14 authors) from 3-4pm

8. Consider approval to go into Closed Session RSMo 610.021 (2)-Leasing, purchase or sale of real estate and (3)-Personnel

Motion by Goldie Edwards

Second by Michelle Amos

All Ayes - Motion Passed

9. Adjournment

- a. Time meeting concluded: 8:30pm

Upcoming Meetings:

June 19, 2024 7pm Odessa Branch