

MINUTES

Cass County Public Library
Board of Trustees
Regular Board Meeting
CCIC – Pearson Hall
December 16, 2020
4:45 p.m.

CALL TO ORDER: 4:46pm

Present: Board Members: Barbara Boucher, Mary Dobson, Becky Klein, Phil Kohler, Roger Toomey

CCPL Staff: Christie Kessler, Dan Brower, Steve Erichsen

Guests: Adam Sommer

The meeting agenda was revised by President Becky Klein to add “Ad Hoc Personnel Committee” under Unfinished Business and “2020 Holiday Hours” under New Business.

It was moved by Mary Dobson and seconded by Barbara Boucher to approve the consent agenda, including the regular meeting minutes from November 18, 2020, and the financial reports for November. On roll call vote, this passed unanimously.

At 4:48pm, it was moved by Becky Klein and seconded by Phil Kohler to recess to executive session under Missouri Revised Statute 610.021.1 to discuss real estate issues. On roll call vote, this passed unanimously.

At 5:06pm, it was moved by Becky Klein and seconded by Barbara Boucher that the closed executive session end and regular session resume. On roll call vote, this passed unanimously.

Under Unfinished Business, it was moved by Becky Klein and seconded by Mary Dobson to create an Ad Hoc Personnel Committee to facilitate a compensation study and conduct periodic reviews of personnel policies and grievances. After discussion about length and breadth of the committee’s responsibilities, the motion passed unanimously.

Under New Business, Ms. Kessler asked the Board about the possibility of having branches closed the week after Christmas (December 28 – January 2). After discussion, The Board determined branches will remain open for their current operating hours.

Under Director's Report, staff positions that are currently open are a part-time HR position, Drexel Cleaning Sub, NRC substitute, 12-hour Library Assistant at NRC, and a 20-hour Library Assistant at Harrisonville. Jennifer Reed has resigned her Library Assistant position at Harrisonville to take on full-time responsibilities with the Historical Society. She will remain on as a substitute. Ms. Kessler gave updates on CARES Reimbursements from the County. Air ionizers that are being installed in every branch and a second carpet cleaning has been completed. Due to the passage of Prop L, Garden City, Pleasant Hill and Drexel are receiving new circulation desks and reconfigured work areas. Additional electrical connections have been added in many branches. Garden City Branch received new storage cabinets and additional children's shelving. Ms. Kessler also informed the Board that the FFCRA (Families First Coronavirus Relief Act) coverage for employees ends on December 31, 2020, if it is not extended by Congress.

Under Trustees' Report, Mary Dobson reported on the Wal-Mart PILOT extension. Mary Dobson also inquired about the status of Notary Public services at the branches. Staff are moving through the process and should be authorized by February. Becky Klein commented that the Letters to Santa program has been a big success. The Board would like to discuss a threshold for opening more hours in the branches at the next Board Meeting, if COVID-19 numbers decrease in the county.

A brief review of the CCPL staff wiki and content was presented .

It was moved that the meeting adjourn by Becky Klein. This was seconded by Phil Kohler and passed unanimously at 6:09pm.

The next regular scheduled meeting will be held Wednesday, January 20, 2021.

Approved by the Board on _____, 2021

Secretary

Library Director