

**MINUTES**  
**Cass County Public Library Board of Trustees**  
**Regular Board Meeting**  
**Northern Resource Center Meeting Room – Belton, MO**  
**November 19, 2025 @ 4:00pm**

*The meeting was streamed via YouTube. The recording can be found on the library's YouTube channel.*

**Call to Order: 4:00pm**

Trustees roll call attendance taken:

Present: Becky Klein, Sherri Peters, Diana Larson, Dennis Minich, Dianne Hon

CCPL Staff present: Library Director Robin Hudson, Assistant Director Leigh Hallenberg, Business Manager Lori Schneider, HR Generalist Pat Peel

**Pledge of Allegiance**

**Approval of Agenda**

Dianne Hon moved, seconded by Diana Larson, to approve the meeting agenda as presented. Motion passed by majority vote.

**Consent Agenda**

Sherri Peters moved, seconded by Diana Larson, to approve the consent agenda, including the regular meeting minutes from October 15, 2025, the financial reports for October, and the November 2025 payables. Motion passed by majority vote.

**Public Comments**

There were no public comments.

**Unfinished Business**

A Harrisonville building project update was given by Joe Dulle from Navigate Building Solutions. Dennis Minich moved, seconded by Diana Larson, to accept bids for full tree removal. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

The third reading of the 2026 Budget was presented. Dennis Minich moved, seconded by Becky Klein, to approve the 2026 budget as presented. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

**New Business**

PTO Policy Draft was presented and discussed. Becky Klein moved, seconded by Dianne Hon, to approve the Paid Time Off Policy #322 as presented. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

**Director's Report**

Assistant Director Leigh Hallenberg announced staff changes and current job openings, including the upcoming retirement of Karen Allen, Harrisonville Branch Manager, on December 2, after 21 years with CCPL.

Mr. Hallenberg updated the board about the Winter Reading Challenge and Art Contest, along with the successful annual Staff Development Day held October 13. Drexel also hosted a Grand Re-Opening on October 23.

#### **Director Updates**

Director Robin Hudson informed the Board about a recent accident at Archie branch, Drexel front tree removal, and the library's successful use of the State's surplus site GovDeals.

#### **Trustees' Comments**

Becky Klein informed the board about the success of the Foundation used book sale held on October 23, 24, and 25, and plans for the proceeds to go toward SLP.

Dennis Minich informed the board about a CCIC meeting held October 23, and the various building maintenance issues they are addressing.

Sherri Peters commented about the Annex building being painted recently, and everyone agreed how nice it looks.

#### **Adjournment**

It was moved that the meeting adjourn. This was seconded and passed by majority vote at 4:43pm.

The next regular scheduled meeting will be held Wednesday, December 17, 2025 at 4:00pm.

Approved by the Board on \_\_\_\_\_, 2025

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Library Director