

MINUTES
Cass County Public Library Board of Trustees
Regular Board Meeting
Harrisonville Branch – Meeting Room
December 18, 2024 @ 4:45pm

Call to Order: 4:45pm

Trustees roll call attendance taken by Board President Tonya Long:
Present: Dennis Minich, Becky Klein, Sherri Peters, Diana Larson, Tonya Long
CCPL Staff present: Library Director Robin Hudson, Assistant Director Leigh Hallenberg,
Business Assistant Mary Duncan

Meeting was recorded. The recording can be found on the library's YouTube channel.

Pledge of Allegiance

Approval of Agenda

Diana Larson moved, seconded by Dennis Minich, to approve the agenda as presented.
Motion passed by majority vote.

Consent Agenda

Becky Klein moved, seconded by Diana Larson, to approve the consent agenda,
including the regular meeting minutes from November 20, 2024, the financial reports
for November, and the December 2024 payables. Motion passed by majority vote.

Public Comments

There were no public comments.

Unfinished Business

None.

New Business

Director Robin Hudson presented a PTO Policy Draft. Discussion followed. Diana Larson moved, seconded by Sherri Peters, to approve the PTO Policy as presented. On roll call vote: Minich-Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Aye. Motion passed.

The Harrisonville building operational fee schedule was discussed. Tonya Long moved, seconded by Sherri Peters, to amend the 2025 per month to \$9,127.30, that excludes the building replacement fund & maintenance recovery fund. On roll call vote: Minich-Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Aye. Motion passed.

Director's Report

Assistant Director Leigh Hallenberg announced staff changes:
New Hires: PT Flex Library Assistant – Harrisonville – Michelle Brown
Openings: Bookmobile Drivers and PT Flex Courier

Mr. Hallenberg also informed the board about hiring a 40 hr Facilities Coordinator as of January 6, 2025.

Director Updates

Director Robin Hudson updated the board on NRC moisture issues, our new Net Promoter score of 83% and Capitol Improvement public meetings to be held January 2025.

Trustees' Comments

Becky Klein gave a report about the 77th Library Birthday celebration on December 13th. Birthday was December 13, 1947.

Becky Klein gave a CCPL Foundation update: next meeting January 25, 2025 will be election of officers.

Recess to Executive Session

At 5:58pm, Tonya Long moved, seconded by Sherri Peters, to recess to executive session under Missouri Revised Statute 610.021.1 to discuss legal issues. On roll call vote: Minich-Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Aye. Motion passed.

At 6:36pm, Becky Klein moved, seconded by Diana Larson, that the closed executive session end and regular session resume. On roll call vote: Minich-Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Aye. Motion passed.

Actions from Executive Session

Becky Klein moved, seconded by Dennis Minich, to approve Executive Session Legal and Real Estate Minutes from 11/20/24. On roll call vote: Minich-Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Aye. Motion passed.

Adjournment

It was moved that the meeting adjourn. This was seconded and passed by majority vote at 6:38pm.

The next regular scheduled meeting will be held Wednesday, January 15, 2025 at 4:45pm.

Approved by the Board on _____, 2025

Secretary

Library Director