

MINUTES
Cass County Public Library Board of Trustees
Regular Board Meeting
Harrisonville Branch - Meeting Room
February 18, 2026 @ 4:00pm

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

Call to Order: 4:00pm

Roll Call

Trustees roll call attendance taken:

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

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

Pledge of Allegiance

Approval of Agenda

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

Consent Agenda

Dennis Minich moved, seconded by Sherri Peters, to approve the consent agenda, including the regular meeting minutes from January 21, 2026, the financial reports for January, and the February 2026 payables. Motion passed by majority vote.

Public Comments

There were no public comments.

Unfinished Business

None

New Business

The Pleasant Hill Storywalk Asphalt Contractor Bid Opening was presented by Ian Ondera, CCPL Facilities Coordinator. Two sealed bids were opened and presented to the Board. All Pro Asphalt and Maintenance submitted a base bid of \$41,599.25 with an addendum and no bond. Asphalt Paving Services submitted a base bid of \$35,859.98 with an addendum and bond. The board will deliberate and announce the winning bid at the 3/18/26 board meeting.

The Recreational Trails Program Grant Application and Matching Funds for Storywalk Project Phases 2 and 3 was presented. Discussion followed. Dennis Minich moved, seconded by Diana Larson, to authorize Robin Hudson to sign the grant application. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Representatives from Navigate Solutions and Clark & Enersen presented information about the Harrisonville Building Project General Contractor and Bid Alternate Selection. Dianne Hon moved, seconded by Sherri Peters, to choose Crossland Construction as the General Contractor for the new Harrisonville library at a base bid of \$5,417,000. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Dennis Minich moved, seconded by Diana Larson, to approve Bid Alternate #1 Operable Partition for \$23,000. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Diana Larson moved, seconded by Becky Klein, to approve Bid Alternate #2 Lightning Protection for \$26,000. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Sherri Peters moved, seconded by Dennis Minich, to approve Bid Alternate #3 Fencing for \$18,000. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Becky Klein moved to approve Bid Alternate #4 Exterior Sunshade for \$164,000. There was no second. Motion died.

Diana Larson moved, seconded by Becky Klein, to approve Bid Alternate #5 North Patio for \$2,700. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Dianne Hon moved, seconded by Diana Larson, to approve Bid Alternate #6 East Patio for \$11,700. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Revisions for Personnel policies were discussed.

Dennis Minich moved, seconded by Becky Klein, to approve policy revisions A-J, including Policy #301 Insurance Benefits, #303 Payroll, #305 Overtime and Compensatory Time, #310 Holiday Leave, #312 Parental Leave, #313 Jury Duty, #315 Bereavement Leave, #316 Military Leave, #318 Leave Without Pay, #320 Employee Assistance Program. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Branch Activity Report

Assistant Director Leigh Hallenberg informed the Board about staff changes, including three new hires, and the current open positions of Drexel Custodian, and PT DR/Outreach Assistant.

Mr. Hallenberg updated the board about the process of CCPL becoming a fingerprint agency, the Library Advocacy Day held February 3 that he attended in Jefferson City, and maintenance updates from Archie and Drexel branches.

Director's Report

Director Robin Hudson informed the Board about revisions on the monthly Circulation Report, and new telescope kits added to the Exploration Library.

Trustees' Comments

None.

Recess to Executive Session

At 5:00pm, Becky Klein moved, seconded by Dennis Minich, to recess to executive session under Missouri Revised Statute 610.021.1 to discuss legal issues, and Missouri Revised Statute 610.021.12 to discuss negotiated contract. Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

At 5:23pm, Dennis Minich moved, seconded by Becky Klein, that the closed executive session end and regular session resume. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Actions from Executive Session

Dennis Minich moved, seconded by Becky Klein, to approve Executive Session Legal Minutes from 1/21/26, and Executive Session Personnel Records Minutes from 1/21/26. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Adjournment

It was moved that the meeting adjourn. This was seconded and passed by majority vote at 5:25pm.

The next regular scheduled meeting will be held Wednesday, March 18, 2026 at 4:00pm.

Approved by the Board on _____

Secretary _____

Library Director _____