

MINUTES
Cass County Public Library Board of Trustees
Regular Board Meeting
Harrisonville Branch – Meeting Room
March 19, 2025 @ 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 Manager Lori Schneider
Attorney present: Lindsey Kolisch from Lauber Municipal

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

Pledge of Allegiance

Approval of Agenda

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

Consent Agenda

Dennis Minich moved, seconded by Becky Klein, to approve the consent agenda, including the regular meeting minutes from February 19, 2025, the special meeting minutes from March 5, 2025, the financial reports for February, and the March 2025 payables. Motion passed by majority vote.

Public Comments

There were no public comments.

New Business

Steve Potter from Potter Training & Consulting presented the Community Needs Assessment Meetings Report.

Unfinished Business

Director Robin Hudson explained the Royal Street Annex insulation estimate and recommendation. Dennis Minich moved, seconded by Diana Larson, to cancel the original approved 11/20/24 motion, and only approve the Royal Roofing bid. On roll call vote: Minich-Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Aye. Motion passed.

New Business

Director Robin Hudson gave an update on the Strategic Plan and the 2024 Annual Report.

Director Robin Hudson presented policies to be reviewed. Sherri Peters moved, seconded by Becky Klein, to adopt the new Cyber Security Policy and the revised Acceptable Use of Electronic Resources Policy. 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: Madelyne Swackhamer - HA PT Flex Library Assistant, Martin White – Admin PT Flex Courier Driver.

Openings: 1 Admin PT Courier, 1 FT NRC Library Assistant

Mr. Hallenberg also informed the board about recent milestones of Ellen Connor, celebrating 10 years working at CCPL, and Glenna Callen's retirement March 7. Mr. Hallenberg also updated the board about working on 2025 goals, and quarterly branch tours.

Director Updates

Director Robin Hudson informed the Board about the plan to renovate the Drexel branch, along with maintenance issues at Garden City.

Trustees' Comments

None.

Recess to Executive Session

At 5:40pm, Becky Klein moved, seconded by Diana Larson, 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 7:22pm, Becky Klein moved, seconded by Sherri Peters, 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 1/15/25, Executive Session Personnel Minutes from 2/19/25, Executive Session Legal Minutes from 2/19/25, and Special Meeting Executive Session Real Estate Minutes from 3/5/25. 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 7:27pm.

The next regular scheduled meeting will be held Wednesday, April 16, 2025 at 4:45pm.

Approved by the Board on _____, 2025

Secretary

Library Director