

MINUTES  
Cass County Public Library Board of Trustees  
Regular Board Meeting  
Harrisonville Branch – Meeting Room  
April 17, 2024 @ 4:45pm

**Call to Order: 4:45pm**

Trustees roll call attendance taken by Board President Tonya Long:  
Present: Roger Toomey, Diana Larson, Tonya Long, Jessica Levsen, Becky Klein  
CCPL Staff present: Library Director Robin Hudson, Business Manager Lori Schneider

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

**Pledge of Allegiance**

**Approval of Agenda**

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

**Consent Agenda**

Jessica Levsen moved, seconded by Becky Klein, to approve the consent agenda, including the regular meeting minutes from March 20, 2024, the financial reports for March, and the April 2024 payables. Motion passed by majority vote.

**Public Comments**

The Board heard comments from Connie Poisal.

**Unfinished Business**

None.

**New Business**

Becky Klein moved, seconded by Jessica Levsen, to remove "Test Proctoring" as an official policy. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

Becky Klein moved, seconded by Diana Larson, to accept "Audience Participation at Board Meetings" as presented with no changes and "Suspension of Privileges for Health and Safety Reasons" with changes as presented. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

The Board discussed a possible work session date for policy review.

**Director's Report**

Staff changes include:

*New Hires:* Emily Putthoff was hired as 18-hour Teen Specialist at Pleasant Hill, Scott Block was hired as 24-hour Facilities Specialist in Admin, and Leigh Hallenberg was hired as Assistant Director in Admin starting May 13.

*Open positions: 24-hour Bookmobile Driver/Assistant.*

**Branch Activity Reports**

Director Robin Hudson gave updates about maintenance issues at Pleasant Hill and Harrisonville, and upcoming commercial insurance bids due 6/14/24.

**Trustees' Comments**

Becky Klein gave an update about the recent quarterly meeting of the CCPL Foundation, including gifting money to the library to be used for programming, laptops, Story Walks, and Staff Development Day.

**Recess to Executive Session**

At 5:09pm, Diana Larson moved, seconded by Jessica Levsen, to recess to executive session under Missouri Revised Statute 610.021.1 to discuss legal issues and Missouri Revised Statute 610.021.2 to discuss real estate issues. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

At 6:19pm, Becky Klein moved, seconded by Jessica Levsen, that the closed executive session end and regular session resume. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

**Actions from Executive Session**

Jessica Levsen moved, seconded by Tonya Long, to approve Executive Session Legal and Real Estate Minutes from 3/20/24. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

Jessica Levsen moved, seconded by Diana Larson, to approve Special Meeting - Executive Session Real Estate Minutes from 3/27/24. On roll call vote: Toomey-Aye, Klein-Abstain, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

**Adjournment**

It was moved that the meeting adjourn. This was seconded and passed by majority vote at 6:20pm.

The next regular scheduled meeting will be held Wednesday, May 15, 2024 at 4:45pm.

Approved by the Board on \_\_\_\_\_, 2024

\_\_\_\_\_  
Secretary

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