

**MINUTES**  
**Cass County Public Library Board of Trustees**  
**Regular Board Meeting**  
**Harrisonville Branch – Meeting Room**  
**July 16, 2025 @ 4:45pm**

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

**Pledge of Allegiance**

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

Attorney present: Lindsey Kolisch from Lauber Municipal Law

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

Vice President Peters welcomed new board member Dianne Hon. Dianne introduced herself briefly to the board and staff.

**Approval of Agenda**

Becky Klein moved, seconded by Diana Larson, to approve the revised agenda as presented. Motion passed by majority vote.

**Consent Agenda**

Diana Larson moved, seconded by Dennis Minich, to approve the consent agenda, including the regular meeting minutes from June 18, 2025, the financial reports for June, and the July 2025 payables. Motion passed by majority vote.

**Public Comments**

There were no public comments.

**Unfinished Business**

Michael Short from Stifel, Nicolaus & Company Public Finance gave a financing update and presented information about the bond underwriter selection process, and answered questions from Board members.

Becky Klein moved, seconded by Dennis Minich, to approve Resolution #071625 for the selection of Underwriter and Trustee. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

**New Business**

Lindsey Kolisch from Lauber Municipal Law gave a presentation about Trustee Roles and Responsibilities, and answered questions from Board members.

Director Hudson gave a Mid-Year Budget Review and a Mid-Year Strategic Plan Update, and answered questions from Board members.

The election of officers took place. Diana Larson moved, seconded by Dennis Minich, to nominate Becky Klein for Board President. Becky accepted the nomination. There were no other nominations. Motion passed by majority vote.

Becky Klein moved, seconded by Dennis Minich, to nominate Diana Larson for Board Vice-President. Diana accepted the nomination. There were no other nominations. Motion passed by majority vote.

Becky Klein moved, seconded by Diana Larson, to nominate Sherri Peters for Board Treasurer. Sherri accepted the nomination. There were no other nominations. Motion passed by majority vote.

Employment Status and Records Policy Revisions were presented. Sherri Peters moved, seconded by Diana Larson, to adopt Policies #401 Employment Categories and Classifications, #402 Probationary Period for New Hires, #403 Substitutes, #404 Volunteers, #405 Access to Employee Records, and #406 Personal Data Changes, #408 Job Descriptions, #409 Travel and Mileage. 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:

*Transfer:* Scott Pagel - from Youth Services Coordinator to PH Branch Manager

*OPEN:* Youth Services Coordinator, Collection Management Assistant

Mr. Hallenberg informed the board about Summer Library Program wrapping up at the end of July, cooperative effort with Cass County Health Department to establish CCPL branches as official "Cooling Centers", and the fishing gear donation from Elks Lodge added to the Exploration library collection.

### **Director Updates**

Director Robin Hudson informed the Board about bid requests for strike card systems, the Outreach van wrap scheduled for August 11, SLP participation statistics, and updates regarding the Harrisonville/Admin building project.

### **Trustees' Comments**

Dennis Minich informed the board of a recent CCIC meeting and the increase to their insurance policy.

Becky Klein informed the board of a recent Foundation meeting, and the good use of funds by Scott Pagel for purchasing 2 reward books for each child. The Foundation is also planning for the fall used book sale, and looking for a possible location.

### **Recess to Executive Session**

At 6:02pm, Sherri Peters 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 610.021.13 to discuss personnel issues. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

At 7:17pm, Dianne Hon moved, seconded by Dennis Minich, 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**

Sherri Peters moved, seconded by Diana Larson, to approve Executive Session Negotiated Contract Minutes from 6/18/25, and Executive Session Personnel Minutes from 6/18/25. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Dennis Minich moved, seconded by Becky Klein, to notify Mr. Mark Bodine that his services are no longer required for the lawsuit. On roll call vote: Klein-Aye, Peters-Aye, Minich-Aye, Larson-Aye, Hon-Aye. Motion passed.

Dennis Minich moved, seconded by Diana Larson, to retain Lauber Municipal Law to handle the pending litigation and settlements thereof. 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 7:20pm.

The next regular scheduled meeting will be held Wednesday, August 20, 2025 at 4:45pm.

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

\_\_\_\_\_  
Secretary

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