

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

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

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

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

**Consent Agenda**

Sherri Peters moved, seconded by Becky Klein, to approve the consent agenda as  
presented, including the regular meeting minutes from June 19, 2024, the financial  
reports for June, and the revised July 2024 payables. Motion passed by majority vote.

**Public Comments**

The Board heard comments from Connie Poisal and Tom Marshall.

**Unfinished Business**

None.

**New Business**

Jill Wilson, from the Missouri State Auditor's Office, presented information about the tax  
levy rate. Discussion followed.

Lindsey Kolisch, from Lauber Municipal Law, gave a presentation about Trustee  
Responsibilities. Discussion followed.

Library Director Robin Hudson gave a mid-year budget review. Discussion followed.

The election of Board Officers took place. Becky Klein moved, seconded by Diana  
Larson, to nominate and elect Tonya Long as Board President. On roll call vote: Minich-  
Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Abstain. Motion passed.

Tonya Long moved, seconded by Becky Klein, to nominate and elect Sherri Peters as  
Board Vice President. On roll call vote: Minich-Aye, Peters-Abstain, Klein-Aye, Larson-Aye,  
Long-Aye. Motion passed.

Tonya Long moved, seconded by Diana Larson, to nominate and elect Becky Klein as Board Treasurer. On roll call vote: Minich-Aye, Peters-Aye, Klein- Abstain, Larson-Aye, Long-Aye. Motion passed.

The Code of Ethics was reviewed. Becky Klein moved, seconded by Sherri Peters, to approve the 2024 Code of Ethics for Cass County Public Library as presented. On roll call vote: Minich-Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Aye. Motion passed.

### **Director's Report**

Staff changes include:

*Transfers:* Israel Gulley – from 20-hour to 30-hour NRC Library Assistant, Michaela Collins – from 12-hour to 20-hour NRC Library Assistant.

### **Branch Activity Reports**

Director Robin Hudson gave updates about Drexel and NRC building repair issues, and Bookmobile maintenance issues. She also informed the Board about the Facilities Tour scheduled for 7/19 with Steve Potter from Potter Consulting, as a start of the Capital Improvement Plan. Director Hudson also gave updates about the newly purchased building on Royal Street in Harrisonville and the renovations planned to include garage door modifications, electrical and lighting updates, paint and flooring, and furniture acquisition.

### **Trustees' Comments**

Becky Klein gave a brief report about the CCPL Foundation meeting held on 7/8, and the current projects. The next meeting is scheduled in October.

### **Recess to Executive Session**

At 5:57pm, Becky Klein moved, seconded by Diana Larson, 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 records. On roll call vote: Minich-Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Aye. Motion passed.

At 8:14pm, Dennis Minich moved, seconded by Becky Klein, 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**

Tonya Long moved, seconded by Diana Larson, to give Pat Peel, HR Generalist, the authority to mediate on behalf of Cass County Public Library. On roll call vote: Minich-Aye, Peters-Aye, Klein-Aye, Larson-Aye, Long-Aye. Motion passed.

Becky Klein moved, seconded by Tonya Long, to approve Executive Session Personnel and Real Estate / Legal and Bids Minutes from 6/19/24. On roll call vote: Minich-Abstain, Peters- Abstain, 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 8:15pm.

The next regular scheduled meeting will be held Wednesday, August 21, 2024 at 4:45pm.

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

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Secretary

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Library Director