

MINUTES
Cass County Public Library Board of Trustees
Regular Board Meeting
CCIC – Pearson Hall
April 19, 2023 @ 4:45pm

Call to Order: 4:45pm

Trustees present: Becky Klein, Tonya Long, April Nourse, Jessica Levsen, Roger Toomey
CCPL Staff present: Dan Brower, Robin Hudson, Lori Schneider

Pledge of Allegiance

Approval of Agenda

April Nourse moved, seconded by Jessica Levsen, to approve the agenda as presented.
The motion passed by majority vote.

Consent Agenda

Jessica Levsen moved, seconded by April Nourse, to make an amendment to the consent agenda to remove the CCIC payment for further discussion, and approve the amended consent agenda, including the regular meeting minutes from March 15, 2023, and the financial reports for March. On roll call vote: Toomey-Aye, Nourse-Aye, Long-Aye, Levsen-Aye, Klein-Nay. Motion passed 4-1.

Public Comments

The Board heard comments from Connie Poisal and Amber Payne.

Unfinished Business

Tonya Long moved, seconded by Jessica Levsen, to amend the 2023-2026 Strategic Plan by removing "2b. Circulate non-print items to inspire patron self-education and discovery." Discussion followed. On roll call vote: Toomey-Nay, Nourse-Nay, Long-Aye, Levsen-Aye, Klein-Nay. Motion failed 2-3.

Becky Klein moved, seconded by Roger Toomey, to approve the 2023-2026 Strategic as presented and written at the work session. On roll call vote: Toomey-Aye, Nourse-Aye, Long-Nay, Levsen-Nay, Klein-Aye. Motion passed 3-2.

New Business

Tonya Long moved, seconded by Jessica Levsen, to amend Section 3 of the Legal Services RFO to remove "examples" and replace with one statement "Advising Cass County Public Library District, a not for profit political subdivision in Missouri, regarding legal matters." Discussion followed. Motion withdrawn.

Tonya Long moved, seconded by Jessica Levsen, to amend Section 3 of the Legal Services RFO to remove all "Examples" and replace with:

"As a not for profit political subdivision, Cass County Public Library desires legal advice on the following: Note: this is not an all-inclusive list. Library law, Employment law, First Amendment law, Real Estate law, Municipal law"

On roll call vote: Toomey-Aye, Nourse-Aye, Long-Aye, Levsen-Aye, Klein-Aye. Motion passed 5-0.

Tonya Long moved, seconded by Jessica Levsen, to amend Section 6 of the Legal Services RFO to include that "after submission, the director emails all board members a copy of the proposal". Discussion followed. Motion withdrawn.

April Nourse moved, seconded by Jessica Levsen, to approve the amended RFO for Legal Services. On roll call vote: Toomey-Aye, Nourse-Aye, Long-Aye, Levsen-Aye, Klein-Aye. Motion passed 5-0.

Meeting Minutes were discussed, including optional ways to record meetings. The Board will need to consider revisions to policy, By-Laws, and equipment purchases. The Board consensus was for Director Brower to provide more information for potential action at the next meeting.

Unattended Children's Policy was discussed. Options for revisions to the policy were discussed, along with ways to gather more information. The Board requested that Director Brower have more information for potential action at the next meeting.

Becky Klein moved, seconded by Jessica Levsen, to not renew the 6-month CDs from the Building Fund and Mary Margaret Ledwidge Memorial Fund, and keep funds in the MOSIP liquid fund account to gain interest until needed for Pleasant Hill building expenses. On roll call vote: Toomey-Aye, Nourse-Aye, Long-Aye, Levsen-Aye, Klein-Aye. Motion passed 5-0.

Tonya Long moved, seconded by Jessica Levsen, to take the current operating cost of CCIC budget, and amend the May rent payment to \$7,373. Discussion followed. Motion withdrawn.

Tonya Long moved, seconded by April Nourse, to amend the May rent CCIC payment to \$7,373, and have attorney Mr. Bodine draft and send a letter along with check to request an explanation of the "Building Replacement Fund" and "Building Maintenance Recovery" funds and justification of why it should be paid going forward. On roll call vote: Toomey-Aye, Nourse-Aye, Long-Aye, Levsen-Aye, Klein-Nay. Motion passed 4-1.

Director's Report

Staff changes include: Open positions: 24-hour Bookmobile Driver and Genealogy Substitute.

Branch Activity Reports

Director Brower gave an update from the State Library regarding State Aid restoration, along with monthly reporting and the new kiosk coming soon to Peculiar.

Trustees' Comments

April Nourse announced her resignation as the CCPL Board of Trustees Representative on the Cass County Information Center Board due to scheduling conflicts, including the upcoming meeting 4/20.

April Nourse moved, seconded by Tonya Long, to appoint Jessica Levsen as the CCPL Board of Trustees Representative on the Cass County Information Center Board. On roll call vote: Toomey-Aye, Nourse-Aye, Long-Aye, Levsen-Aye, Klein-Aye. Motion passed 5-0. Due to the unexpected resignation, 24 hours' notice could not be given for this action item.

Becky Klein gave an update about the CCPL Foundation, stating Director Brower did an excellent job at presenting updates to the Foundation at their meeting this week, along with Youth Services Coordinator Heather Emokpae. The Foundation made donations to the Summer Library Program and a Pleasant Hill donation went through the Foundation in April. The Foundation is also recognizing all CCPL employees next week for Library Week, and Becky encouraged all board members to appreciate CCPL staff if they have a chance.

Recess to Executive Session

At 7:04pm, Becky Klein moved, seconded by Tonya Long, to recess to executive session under Missouri Revised Statute 610.021.2 to discuss real estate issues and Missouri Revised Statute 610.021.3 to discuss personnel issues. On roll call vote: Toomey-Aye, Nourse-Aye, Long-Aye, Levsen-Aye, Klein-Aye. Motion passed 5-0.

At 8:15pm, Jessica Levsen moved, seconded by Roger Toomey, that the closed executive session end and regular session resume. On roll call vote: Toomey-Aye, Nourse-Aye, Long-Aye, Levsen-Aye, Klein-Aye. Motion passed 5-0.

Actions from Executive Session

April Nourse moved, seconded by Becky Klein, to approve Executive Session Real Estate Minutes from 3/15/23 and Special Meeting Executive Session Real Estate Minutes from 3/29/23. On roll call vote: Toomey-Aye, Nourse-Aye, Long-Aye, Levsen-Aye, Klein-Aye. Motion passed 5-0.

Adjournment

It was moved that the meeting adjourn. This was seconded and passed by majority vote at 8:17pm.

The next regular scheduled meeting will be held Wednesday, May 17, 2023 at 4:45pm.

Approved by the Board on _____, 2023

Secretary

Library Director