

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

Call to Order: 4:45pm

Trustees present: Becky Klein, Tonya Long, Roger Toomey, Diana Larson, Jessica Levsen
CCPL Staff present: Dan Brower, Robin Hudson, 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 Tonya Long, to approve the agenda as presented.
Motion passed by majority vote.

Consent Agenda

Jessica Levsen moved, seconded by Diana Larson, to approve the consent agenda,
including the regular meeting minutes from June 21, 2023, the financial reports for
June, and the July payables. Motion passed by majority vote.

Public Comments

The Board heard comments from Connie Poisal and Dallas Register.

Unfinished Business

The Board discussed the Memorandum of Understanding (MOU) from the Cass County
Health Department regarding having distribution boxes at CCPL locations for NARCAN
medication, as a result of the National Opioid Settlement funds distributed to Cass
County. The Board agreed to table the issue.

New Business

The election of officers took place. Tonya Long was nominated for President. Diana
Larson moved, seconded by Jessica Levsen, to accept the nomination and elect Tonya
Long as Board President. On roll call vote: Toomey-Aye, Larson-Aye, Long-Abstain, Klein-
Aye, Levsen-Aye. Motion passed.

Becky Klein was nominated for Vice President. Jessica Levsen moved, seconded by
Tonya Long, to accept the nomination and elect Becky Klein as Board Vice President. On
roll call vote: Toomey-Aye, Larson-Aye, Long-Aye, Klein-Abstain, Levsen-Aye. Motion
passed.

Jessica Levsen was nominated for Treasurer. Diana Larson moved, seconded by Tonya
Long, to accept the nomination and elect Jessica Levsen as Board Treasurer. On roll call
vote: Toomey-Aye, Larson-Aye, Long-Aye, Klein-Aye, Levsen-Abstain. Motion passed.

Director Brower presented the 2023 budget amendments. Becky Klein moved, seconded by Roger Toomey, to approve the 2023 budget amendments for Travel & Dues, Professional Development, Insurance, and Professional Services, totaling \$22,600, as outlined in the Director's Notes. Motion passed by majority vote.

Director's Report

Staff changes include:

New Hires: Rachel Bentley as Archie Youth Specialist, and Danielle Franklin as Public Relations & Marketing Coordinator in Admin.

Transfers: Shannon Julien from HA Teen Specialist to HA Children's Specialist.

Resignations: Heather Emokpae, Youth Services Coordinator in Admin, Kate Johnson, HA Sub, Sara Steinmetz (retirement), HA Children's Specialist, and Laura Larcom, AR Youth Specialist.

Open positions: Harrisonville Sub, Harrisonville Teen Specialist, Archie Sub, Youth Services Coordinator in Admin, and Outreach Services Coordinator in Admin.

Branch Activity Reports

Director Brower gave an update on the new Pleasant Hill building, including an eighth field report for the project. Director Brower also gave updates on the Peculiar kiosk, which was installed July 13, and damaged beyond repair in the storm July 14, so is pending the insurance claim and awaiting a new kiosk. Director Brower shared the status of the NRC renovations and timeline.

Trustees' Comments

Jessica Levsen reported that the CCIC quarterly meeting scheduled for 7/20 had been cancelled.

Becky Klein shared that the CCPL Foundation had a meeting, and continues to work on fundraisers, including a possible used book sale.

Recess to Executive Session

At 5:59pm, Jessica Levsen moved, seconded by Diana Larson, to recess to executive session under Missouri Revised Statute 610.021.1 to discuss legal issues, 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, Larson-Aye, Long-Aye, Klein-Aye, Levsen-Aye. Motion passed.

At 6:24pm, Roger Toomey moved, seconded by Becky Klein, that the closed executive session end and regular session resume. On roll call vote: Toomey-Aye, Larson-Aye, Long-Aye, Klein-Aye, Levsen-Aye. Motion passed.

Actions from Executive Session

Becky Klein moved, seconded by Tonya Long, to approve Executive Session Legal/ Real Estate Minutes from 6/21/23 and Executive Session Personnel Minutes from 6/21/23 and Executive Session Bids Minutes from 6/21/23 and Special Meeting Executive Session Bids Minutes from 7/13/23. On roll call vote: Toomey-Aye, Larson-Aye, Long-Aye, Klein-Aye, Levsen-Aye. Motion passed.

Adjournment

It was moved that the meeting adjourn. This was seconded and passed by majority vote at 6:24pm.

The next regular scheduled meeting will be held Wednesday, August 16, 2023 at 4:45pm.

Approved by the Board on _____, 2023

Secretary

Library Director