

MINUTES
Cass County Public Library Board of Trustees
Regular Board Meeting
CCIC – Pearson Hall
December 20, 2023 @ 4:45pm

Call to Order: 4:45pm

Trustees roll call attendance taken by Board President Tonya Long:
Present: Roger Toomey, Diana Larson, Tonya Long, Becky Klein, Jessica Levsen
CCPL Staff present: Interim 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 amend the agenda under New Business to move Garden City Lease to closed session. On roll call vote: Toomey-Aye, Larson-Aye, Levsen-Aye, Long-Aye, Klein-Aye. Motion passed.

Tonya Long moved, seconded by Jessica Levsen, to amend the agenda under New Business to add approval of estimate for Harrisonville stair tread repairs. On roll call vote: Toomey-Aye, Larson-Aye, Levsen-Aye, Long-Aye, Klein-Aye. Motion passed.

Jessica Levsen moved, seconded by Diana Larson, to approve the amended agenda. 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 November 15, 2023, the financial reports for November, and the December payables. Motion passed by majority vote.

Public Comments

The Board heard comments from Jennifer Reed.

Unfinished Business

The Board By-Laws Amendments were discussed. Jessica Levsen moved, seconded by Tonya Long, to approve By-Laws Amendments a, b, c, d, f:

- a. Article III, Sec. 2: Closed meeting examples
- b. Article III, Sec. 4: Meeting by video
- c. Article III, Sec. 5: Added clarity for definitions
- d. Article X, Sec. 1: Remove "at its August meeting" and changes for clarity
- f. Article X, Sec. 5: Library Director yearly report to the board

On roll call vote: Toomey-Aye, Larson-Aye, Levsen-Aye, Long-Aye, Klein-Aye. Motion passed.

Roger Toomey moved, seconded by Becky Klein, to table By-Laws Amendment g. Article XII, Sec. 1: Voting requirements for amending by-laws. On roll call vote: Toomey-Aye, Larson-Aye, Levsen-Aye, Long-Aye, Klein-Aye. Motion passed.

Diana Larson moved, seconded by Tonya Long, to approve By-Laws Amendment e. Article X, Sec 2: Replace "at its November meeting" with "by the end of November". On roll call vote: Toomey-Aye, Larson-Aye, Levsen-Aye, Long-Aye, Klein-Aye. Motion passed.

New Business

The Board discussed CCIC Operational Rent Payment Modification. Jessica Levsen moved, seconded by Tonya Long, to pay \$8,772.93 for 2024 CCIC rent. On roll call vote: Toomey-Aye, Larson-Aye, Levsen-Aye, Long-Aye, Klein-Nay. Motion passed.

The Board discussed Harrisonville building stair tread repairs, including a handout of an estimate from Hometown Flooring. Tonya Long moved, seconded by Jessica Levsen, to accept the estimate from Hometown Flooring for \$7,005.60 to repair the stairs at Harrisonville. On roll call vote: Toomey-Aye, Larson-Aye, Levsen-Aye, Long-Aye, Klein-Aye. Motion passed.

Director's Report

Staff changes include:

New Hires/Transfers: Tayler Bates, Bookmobile Driver/Assistant, Israel Gulley, NRC 20-hour Library Assistant, Achala Tiwari, NRC 12-hour Library Assistant.

Open positions: Library Director, 20-hour Pleasant Hill Library Assistant

Branch Activity Reports

Interim Director Robin Hudson gave updates about the Bookmobile repairs, the new Kiosk in Peculiar, NRC maintenance issues, and Pleasant Hill issues.

Trustees' Comments

None.

Recess to Executive Session

At 5:30pm, Jessica Levsen moved, seconded by Tonya Long, to recess to executive session under Missouri Revised Statute 610.021.2 to discuss real estate issues. On roll call vote: Toomey-Aye, Larson-Aye, Long-Aye, Levsen-Aye, Klein-Aye. Motion passed.

At 6:12pm, Becky Klein moved, seconded by Jessica Levsen, that the closed executive session end and regular session resume. On roll call vote: Toomey-Aye, Larson-Aye, Long-Aye, Levsen-Aye, Klein-Aye. Motion passed.

Actions from Executive Session

Becky Klein moved, seconded by Roger Toomey, to approve Executive Session Personnel Minutes from 10/18/23 and Executive Session Real Estate Minutes from 10/18/23 and Special Meeting - Executive Session Real Estate Minutes from 10/30/23. On roll call vote: Toomey-Aye, Larson-Aye, Long-Aye, Klein-Aye, Levsen-Aye. Motion passed.

Roger Toomey moved, seconded by Becky Klein, to accept the Garden City lease as presented. On roll call vote: Toomey-Aye, Larson-Aye, Levsen-Aye, Long-Aye, Klein-Aye. Motion passed.

Adjournment

It was moved that the meeting adjourn. This was seconded and passed by majority vote at 6:14pm.

The next regular scheduled meeting will be held Wednesday, January 17, 2024 at 4:45pm.

Approved by the Board on _____, 2024

Secretary

Library Director