

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee’s Monthly Meeting**  
**January 15, 2025**

**Call to Order:**

The meeting was called to order by President Ruth Williams at 10:30 a.m.

Board members present: : Kathleen Robnett, Becky Schafer, Sue Waechter, John Walker, Glenda Williams, and Ruth Williams.

Members absent: Karen Mossman

Also present: Library Director, Christal Bruner and Secretary to the Board, Monica Taylor.

**Patron concerns:** None.

**Approval of bills and minutes:**

Approval of November and December bills with a motion by Waechter, second by Walker; motion passed 5-0 by roll call vote. Yes votes from Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

Approval of November minutes with a motion by Walker, second by Schafer; motion passed 5-0 by roll call vote. Yes votes from Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

There were no minutes for December as no meeting was held.

**Monthly Reports:**

***Director’s Report*** – sent in packet

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

The Endowment CD matures next month.

***Property/Equipment/Building Committee***

***Schafer and Waechter***

Carpet and tile will be replaced on the lower level in Mexico this week.

***Personnel Committee***

***Mossman and G. Williams***

No report.

**Unfinished business:**

Robnett made a motion to approve the bid from Mommens to install 2 new air conditioning units and handlers in order to complete an ongoing project they are working on in the Mexico attic, second by

Waechter. Motion passed 5-0-1 by roll call vote. Yes votes from Robnett, Waechter, Walker, G. Williams and R. Williams. Abstain: Schafer

**New business:** None.

**Staff concerns:** None.

**Executive Session:** None.

**Adjournment:**

The meeting was adjourned at 11:10 a.m. with a motion by Waechter, second by Walker; motion passed 6-0 by roll call vote. Yes votes from Robnett, Schafer, Waechter, Walker, G. Williams and R. Williams.

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., February 19th, 2025 at the Martinsburg Library/Community Room.

The Mexico-Audrain County Library  
District Board of Trustees did not meet  
in the month of February 2025 due to  
severe weather and scheduling conflicts.

Next scheduled meeting:

March 19, 2025 at the Vandalia Library

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee’s Monthly Meeting**  
**March 19, 2025**

**Call to Order:**

The meeting was called to order by President Ruth Williams at 10:30 a.m.

Board members present: Karen Mossman, Kathleen Robnett, Becky Schafer, Sue Waechter, John Walker, Glenda Williams, and Ruth Williams.

Members absent: None.

Also present: Library Director, Christal Bruner; Vandalia Branch Manager, Crystal McCurdy; and Secretary to the Board, Monica Taylor.

**Patron concerns:** None.

**Approval of bills and minutes:**

Approval of January and February bills with a motion by Waechter, second by Mossman; motion passed 6-0 by roll call vote. Yes votes from Mossman, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

Approval of January minutes with a motion by Robnett, second by Schafer; motion passed 6-0 by roll call vote. Yes votes from Mossman, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

There are no minutes for February as the meeting was first postponed due to severe weather, then cancelled as not enough people could attend the meeting on the new date.

**Monthly Reports:**

***Director’s Report*** – sent in packet

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

The 2024 final audit report was distributed. No issues were found during the audit.

***Property/Equipment/Building Committee***

***Schafer and Waechter***

Quotes for the repair or replacement of the Mexico Library wrought iron hand rails were discussed. Walked moved to accept the bid from Wilhoit Family Farms Fencing and Fabrication for \$15,008; G. Williams seconded the motion. Motion passed 6-0 by roll call vote. Yes votes from Mossman, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

***Personnel Committee***

***Mossman and G. Williams***

Proposition A, which was approved by voters in November 2024, is being challenged and has gone to the State Supreme Court. We’ll continue to monitor this as it progresses.

**Unfinished business:** None.

**New business:**

Further research is being done to assist the Friends of the Library. Schafer left the meeting at this time.

There was a discussion regarding the quorum criteria for Board meetings. Board members agreed that a “simple majority” as stated in the bylaws means a majority of the current members serving, not including any vacancies. For example, if seven members are currently serving (with two vacancies), then a quorum is four members.

**Staff concerns:** None.

**Executive Session:** None.

**Adjournment:**

The meeting was adjourned at 11:48 a.m. with a motion by Waechter, second by Robnett; motion passed 7-0 by roll call vote. Yes votes from Mossman, Robnett, Schafer, Waechter, Walker, G. Williams and R. Williams.

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., April 16th, 2025 at the Farber Library.

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee’s Monthly Meeting**  
**April 16, 2025**

**Call to Order:**

The meeting was called to order by President Ruth Williams at 10:30 a.m.

Board members present: Karen Mossman, Kathleen Robnett, Becky Schafer, Sue Waechter, John Walker, Glenda Williams, and Ruth Williams.

Members absent: None.

Also present: Library Director, Christal Bruner; Farber Branch Manager, Brenda Gower; and Secretary to the Board, Monica Taylor.

Fran Robley, new Board member from Mexico, was welcomed. Fran will join the Personnel Committee.

**Patron concerns:** None.

**Approval of bills and minutes:**

Approval of March bills with a motion by Schafer, second by Walker; motion passed 7-0 by roll call vote. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

Approval of March minutes with a motion by Waechter, second by Robnett; motion passed 7-0 by roll call vote. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

**Monthly Reports:**

***Director’s Report*** – sent in packet

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

Nothing new to report.

***Property/Equipment/Building Committee***

***Schafer and Waechter***

Mexico handrail project will be finished soon pending weather conditions.

***Personnel Committee***

***Mossman and G. Williams***

Due to a variety of pending legislation that could negatively impact library funding in a major way, there is a great deal of uncertainty about future revenue. The committee recommends a wage/salary freeze for the 2026 budget year. It was decided to table the vote until the next meeting which will take place after the legislative session ends.

Due to the implementation of the Senior Tax Credit in Audrain County, as well as many other pending cuts to library funding, we are looking for ways to trim costs in all areas. Currently Mexico and Vandalia are open until 1:00 on Saturday, while Farber, Laddonia, and Martinsburg close at noon. Schafer made a motion to adjust Saturday hours so that Mexico and Vandalia close at the same time as the other branches. Walker seconded the motion. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams  
Beginning June 7<sup>th</sup> all branches will close at noon on Saturday.

**Unfinished business:** None.

**New business:** None.

**Staff concerns:** None.

**Executive Session:** None.

**Adjournment:**

The meeting was adjourned at 11:30 a.m. with a motion by Walker, second by Waechter; motion passed 8-0 by roll call vote. Yes votes from Mossman, Robnett, Schafer, Waechter, Walker, G. Williams and R. Williams.

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., May 21st, 2025 at the Laddonia Library.

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee's Monthly Meeting**  
**May 21, 2025**

**Call to Order:**

The meeting was called to order by President Ruth Williams at 10:30 a.m.

Board members present: Karen Mossman, Fran Robley, Kathleen Robnett, Becky Schafer, Sue Waechter, John Walker, Glenda Williams, and Ruth Williams.

Members absent: None

Also present: Library Director, Christal Bruner and Secretary to the Board, Monica Taylor.

Melinda Nasir, new Board member from Vandalia, was welcomed and will join the Property Committee.

**Patron concerns:** None.

**Approval of bills and minutes:**

Approval of April bills with a motion by Schafer, second by Waechter; motion passed 8-0 by roll call vote.

Yes votes from Mossman, Nasir, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

Approval of April minutes with a motion by Walker, second by Robley; motion passed 8-0 by roll call vote. Yes votes from Mossman, Nasir, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

**Monthly Reports:**

***Director's Report*** – sent in packet

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

Investment CD 12 at First State Community Bank matured on 5/10 and was renewed for 17 months at an interest rate of 3.8%.

***Property/Equipment/Building Committee***

***Schafer and Waechter***

The Mexico railing project has been delayed by the weather. Mexico AC work in the attic is progressing.

Vandalia AC project: Walker made a motion to accept the \$9,732 bid proposal from Midwest; Robley seconded. Motion passed 8-0 by roll call vote. Yes votes from Mossman, Nasir, Robley, Robnett, Schafer, Waechter, Walker, G. Williams. Abstain: President R. Williams.

***Personnel Committee***

***Mossman, Robley, G. Williams***

Robnett made a motion to change the Personnel Policy so that future hires must work a minimum of 20 hours per week to receive sick and vacation benefits; Waechter seconded. Motion passed 8-0 by roll call vote. Yes votes from Mossman, Nasir, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President R. Williams.

Proposition A was upheld by the State Supreme Court, however the State Legislature still voted to overturn it and the bill goes to Governor Kehoe to sign. This change will take effect on August 28<sup>th</sup>. Paid sick leave will not be mandatory, there will be no inflation-adjusted minimum wage increases that were set to take effect on 1/1/2027, and public employers are no longer exempt from minimum wage requirements. This is how it stands today.

**Unfinished business:**

Schafer made a motion to accept the proposal to close Mexico at 7:00 p.m. on Wednesdays beginning the first week of August; Walker seconded. Motion passed 8-0 by roll call vote. Yes votes from Mossman, Nasir, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams.  
Abstain: President R. Williams.

2026 salaries discussion tabled until next month.

**New business:** None.

**Staff concerns:** None.

**Executive Session:** None.

**Adjournment:**

The meeting was adjourned at 11:36 a.m. with a motion by Mossman, second by Waechter; motion passed 9-0 by roll call vote. Yes votes from Mossman, Nasir, Robley, Robnett, Schafer, Waechter, Walker, G. Williams and R. Williams.

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., June 18th, 2025 at the Martinsburg Library.

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee’s Monthly Meeting**  
**June 18, 2025**

**Call to Order:**

The meeting was called to order by President Ruth Williams at 10:30 a.m.

Board members present: Karen Mossman, Fran Robley, Kathleen Robnett, Becky Schafer, Sue Waechter, John Walker, Glenda Williams, and Ruth Williams.

Members absent: Mindy Nasir

Also present: Library Director, Christal Bruner and Secretary to the Board, Monica Taylor.

This was Karen Mossman’s final meeting. Everyone expressed their appreciation for her many years of excellent leadership and service on the library board.

**Patron concerns:** None.

**Approval of bills and minutes:**

Approval of May bills with a motion by Walker, second by Schafer; motion passed 7-0 by roll call vote. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

Approval of May minutes with a motion by Walker, second by Robnett; motion passed 7-0 by roll call vote. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

**Monthly Reports:**

***Director’s Report*** – sent in packet

Director Bruner discussed that due to pending legislation which could significantly reduce library revenue, many libraries are looking at sales tax as a way to compensate for some of the lost revenue. The state statute related to this would need to be amended, and several libraries have discussed collaborating on this project. The Board will discuss moving forward with this at next month’s meeting.

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

Investment CD 13 at First State Community Bank matured on 6/01 and was renewed for 17 months at an interest rate of 3.8%.

***Property/Equipment/Building Committee***

***Nasir - Schafer - Waechter***

Mexico railing project delayed due to weather.

Mexico attic air conditioning project is complete.

Vandalia heating and air conditioning project will be finished soon.

## **Personnel Committee**

## **Mossman – Robley - G. Williams**

At 10:55 a.m., Schafer made a motion to go into Executive Session pursuant to Section 610.021(3) of the Revised Statutes of Missouri pertaining to personnel; Mossman seconded. Motion passed 7-0 by roll call vote. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

Open session resumed at 10:57 a.m.

Action: Per Director Bruner's request, due to various pending legislation that may have serious negative impacts on library revenue, the motion came from the Personnel Committee for no increase in compensation for Director Bruner for the year of 1/1/2026 to 12/31/2026. Director Bruner is doing an excellent job and this salary freeze is based solely on revenue concerns and not her job performance.

Vote on the motion was taken by roll call. Motion passed 7-0. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

**Unfinished business:** 2026 Salaries discussion for the rest of the staff to be tabled until fall when we may know more about pending legislation.

### **New business:**

Walker made a motion to accept the Code ADAM Missing Child Policy; Robnett seconded. Motion passed 7-0 by roll call vote. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

Along with this policy, there was discussion of the potential future need for security cameras at some or all library locations. Director Bruner will reach out to other libraries to learn what they're doing.

As required by the Missouri Ethics Commission every other year, Walker made a motion to re-adopt the Code of Ethics Policy; Robnett seconded. Motion passed 7-0 by roll call vote. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

Schafer made a motion to host a Chamber of Commerce Business After Hours at the Mexico Library in April of 2026; Robley seconded. Motion passed 7-0 by roll call vote. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

The Friends of the Library may be able to co-sponsor the event in coordination with the Board of Trustees.

**Staff concerns:** None.

### **Adjournment:**

The meeting was adjourned at 11:32 a.m. with a motion by Walker, second by Robnett; motion passed 7-0 by roll call vote. Yes votes from Mossman, Robley, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

### **Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., July 16th, 2025 at the Martinsburg Library.

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee’s Monthly Meeting**  
**July 16, 2025**

**Call to Order:**

The meeting was called to order by Vice-President Sue Waechter at 10:30 a.m.

Board members present: Mindy Nasir, Fran Robley, Becky Schafer, John Walker, and Glenda Williams

Members absent: Kathleen Robnett and Ruth Williams

Also present: Library Director, Christal Bruner and Secretary to the Board, Monica Taylor.

**Patron concerns:** None.

**Approval of bills and minutes:**

Approval of June bills with a motion by Walker, second by Robley; motion passed 5-0 by roll call vote.

Yes votes from Nasir, Robley, Schafer, Walker, and G. Williams.

Abstain: Acting President, VP Sue Waechter

Approval of June minutes with a motion by Schafer, second by Walker; motion passed 5-0 by roll call vote. Yes votes from Nasir, Robley, Schafer, Walker, and G. Williams.

Abstain: Acting President, VP Sue Waechter

**Monthly Reports:**

***Director’s Report*** – sent in packet

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

***Property/Equipment/Building Committee***

***Nasir – Schafer - Waechter***

***Personnel Committee***

***Robley and G. Williams***

**Unfinished business:** None.

**New business:**

Due to continuing efforts to reduce property tax in Missouri, many libraries are looking at sales tax as a “backup plan” to compensate for some of the anticipated lost revenue. The current library sales tax law would need to be amended to include Audrain County, and several libraries have discussed collaborating on this project. If our county is added to the law, it means that the Board would be able to ask Audrain County voters to approve a sales tax in the future if they feel it is necessary. What we’re doing is only the first of three steps: 1) added to law; 2) Board approves asking voters; 3) voters decide.

Motion by Walker to add the Mexico-Audrain County Library District to the list of libraries that would like their county to be added to the state library law for sales tax eligibility; second by Schafer; motion passed 5-0 by roll call vote. Yes votes from Nasir, Robley, Schafer, Walker, and G. Williams.  
Abstain: Acting President, VP Sue Waechter

Motion by Walker to approve updated Meeting Room forms for Mexico and Vandalia; second by G. Williams; motion passed 5-0 by roll call vote. Yes votes from Nasir, Robley, Schafer, Walker, and G. Williams. Abstain: Acting President, VP Sue Waechter

**Staff concerns:** None.

**Other:** Robley reported that the library is signed up to host a Chamber After Hours event on a Tuesday in March of 2026. We will firm up details as we get closer to that time.

**Adjournment:**

The meeting was adjourned at 11:19 a.m. with a motion by Walker, second by Robley; motion passed 5-0 by roll call vote. Yes votes from Nasir, Robley, Schafer, Walker, and G. Williams.  
Abstain: Acting President, VP Sue Waechter

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., August 20<sup>th</sup>, 2025 at the Mexico Library.

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee’s Monthly Meeting**  
**August 20, 2025**

**Call to Order:**

The meeting was called to order by Vice-President Sue Waechter at 10:30 a.m.

Board members present: Mindy Nasir, Kathleen Robnett, Becky Schafer, Sue Waechter, John Walker, and Glenda Williams.

Members absent: Fran Robley and Ruth Williams

Also present: Library Director, Christal Bruner and Secretary to the Board, Monica Taylor.

**Tax Rate Hearing:**

At 10:30, Vice-President Waechter stated that the tax rate hearing was open. No members of the public were present at that time. It was decided to proceed with the Board meeting, and should anyone come to discuss the tax rate, the regular Board meeting would be suspended to allow for public comments.

***Public input*** – There was no public input on the tax rate.

***Set 2025 tax rate*** – Hearing no public comments, Robnett made a motion to set the 2025 tax rate at \$0.2248 as calculated in the County Clerk’s Proforma. Schafer seconded the motion. Motion passed 5-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Walker, and G. Williams.

Abstain: Vice-President Waechter.

**Patron concerns:** None.

**Approval of bills and minutes:**

Approval of July bills with a motion by Walker, second by Schafer; motion passed 5-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Walker, and G. Williams. Abstain: Vice-President Waechter.

Approval of July minutes with a motion by Schafer, second by Walker; motion passed 5-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Walker, and G. Williams.

Abstain: Vice-President Waechter.

**Monthly Reports:**

***Director’s Report*** – sent in packet

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

***Property/Equipment/Building Committee***

***Nasir – Schafer - Waechter***

Schafer discussed the cost comparison between Schindler Elevator and Cardinal Elevator for the annual maintenance contract. As Cardinal has been more responsive to our requests, is significantly less expensive, and we have received a good recommendation from another library, Schafer made a motion to accept Cardinal’s bid for the 2026 annual elevator maintenance contract. Robnett seconded. Motion

passed 5-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Walker, and G. Williams.  
Abstain: Vice-President Waechter.

**Personnel Committee**

**Robley and G. Williams**

**Unfinished business:**

**Tax Rate Hearing:**

**Public input** – There was no public input on the tax rate.

**Set 2025 tax rate** – Hearing no public comments, Robnett made a motion to set the 2025 tax rate at \$0.2248 as calculated in the County Clerk’s Proforma. Schafer seconded the motion. Motion passed 5-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Walker, and G. Williams.  
Abstain: Vice-President Waechter.

Vice-President Waechter signed the Proforma Summary Page which Taylor will deliver to the County Clerk’s office.

**New business:**

***Selection of Officers for 2025-2026:***

G. Williams presented the following slate of officers for the coming year:

President: Ruth Etta Williams

Vice-President: Sue Waechter

Treasurer: Kathleen Robnett

Secretary: Glenda Williams

Walker made a motion for a different slate of officers as follows:

President: Sue Waechter

Vice-President: Becky Schafer

Treasurer: Kathleen Robnett

Secretary: Glenda Williams

Motion failed for lack of a second.

Robnett made a motion to accept the slate of officers as originally presented by G. Williams. Nasir seconded; motion passed 5-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Walker, and G. Williams. Abstain: Vice-President Waechter.

***Committee Members for 2025-2026:***

Robnett made a motion to leave all committee member assignments as they currently are.

Walker seconded; motion passed 5-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Walker, and G. Williams. Abstain: Vice-President Waechter.

Committee members for the 2025-2026 term are as follows:

Finance/Endowment/Investment Fund Committee: Robnett and Walker

Property/Equipment/Building Committee: Nasir, Schafer, and Waechter

Personnel Committee: Robley and Glenda Williams

**Staff concerns:** None.

**Adjournment:**

The meeting was adjourned at 11:07 a.m. with a motion by Walker, second by Nasir. Motion passed 5-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Walker, and G. Williams.

Abstain: Vice-President Waechter.

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., September 24th, 2025 at the Martinsburg Library.

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee’s Monthly Meeting**  
**September 24, 2025**

**Call to Order:**

The meeting was called to order by President Ruth Williams at 10:30 a.m.

Board members present: Mindy Nasir, Kathleen Robnett, Becky Schafer, Sue Waechter, John Walker, Glenda Williams, and Ruth Williams.

Members absent: Fran Robley

Also present: Library Director, Christal Bruner and Secretary to the Board, Monica Taylor.

**Patron concerns:** A concern was voiced regarding an overdue notice and the cost of a magazine. That issue was resolved immediately following the meeting.

**Approval of bills and minutes:**

Approval of August bills with a motion by Waechter, second by G. Williams; motion passed 6-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

Approval of August minutes with a motion by Walker, second by Robnett; motion passed 6-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

**Monthly Reports:**

***Director’s Report*** – sent in packet

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

***Property/Equipment/Building Committee***

***Nasir – Schafer - Waechter***

***Personnel Committee***

***Robley and G. Williams***

No report.

**Unfinished business:**

The 2026 Salary and Wage Proposal was presented.

Motion by G. Williams to approve the 3% Salary and Wage Proposal, second by Walker.

Motion passed 6-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Waechter, Walker, and G. Williams.

Abstain: President Ruth Williams

**New business:**

The Schindler Elevator maintenance contract was discussed. This contract was entered into in 2008 (two administrations ago) and auto-renews every 5 years with no notice to the library district. We were not aware of this long-term, auto-renewing contract until we contacted Schindler in August about cancellation in order to give them at least 90 days notice prior to the 2025 year-end. We were informed that the current term actually ends 12/31/2028 and the district would be obligated to pay 50% of the remaining contract cost for early termination.

The district had already decided to move forward with Cardinal Elevators in 2026, due to Schindler's poor customer service over the past couple of years. Walker made a motion to have the library attorney draft a demand letter to Schindler stating that a contract payout is not applicable as the Board doesn't believe that Schindler has fulfilled their contract obligations. The motion further stated that the attorney should review the new Cardinal Elevator maintenance contract, and the attorney should provide a written opinion of the contract stating that it contains no detrimental provisions, and that letter should be attached to the contract in library district records. The motion was seconded by Schafer. Motion passed 6-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

The Board Development meeting will be considered again in the Spring as we will have another member joining the Board.

Schafer made a motion to move the Board meetings to the 4<sup>th</sup> Wednesday of the month unless otherwise decided (such as possible conflicts with holidays in November and December). Waechter seconded the motion. Motion passed 6-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

**Staff concerns:** None.

**Executive Session:** None.

**Adjournment:**

The meeting was adjourned at 11:30 a.m. with a motion by Schafer, second by Walker; motion passed 6-0 by roll call vote. Yes votes from Nasir, Robnett, Schafer, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., October 22<sup>nd</sup>, 2025 at the Martinsburg Library.

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee's Monthly Meeting**  
**October 22, 2025**

**Call to Order:**

The meeting was called to order by President Ruth Williams at 10:30 a.m.

Board members present: Fran Robley, Kathleen Robnett, Becky Schafer, Sue Waechter, John Walker, Glenda Williams, and Ruth Williams.

Members absent: Mindy Nasir and Secretary to the Board, Monica Taylor

Also present: Library Director, Christal Bruner

**Patron concerns:** None.

**Approval of bills and minutes:**

Approval of September bills with a motion by Waechter, second by Robley. Motion approved unanimously.

Abstain: President Ruth Williams

Approval of September minutes with a motion by Walker, second by Robley. Motion approved unanimously. Abstain: President Ruth Williams

**Monthly Reports:**

***Director's Report*** – sent in packet

The Board questioned the Director about the Friends of the Library group. She informed them that the meeting would be November 7<sup>th</sup> at 10:00 a.m. at Mexico. We will make flyers, post something on Facebook, email everyone who came to last year's meeting, and possibly call those who have paid dues to inform them of the meeting.

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

One investment CD will be maturing soon.

***Property/Equipment/Building Committee***

***Nasir – Schafer - Waechter***

Mexico Elevator contract - Director Bruner read the correspondence from attorney Randy Owings dated October 14<sup>th</sup> about the Cardinal Elevator contract.

1. John stated that the Board should authorize the director to have the lawyer prepare a contract that is satisfactory to both the library and the elevator company.
2. We should pay the fine and get out of the Schindler contract, but not before we have another vendor in place.
3. Please note that this issue is time sensitive.

4. Becky Schafer made a motion to give the Director the authority to go back to the attorney and have him write and negotiate a contract that both the library and Cardinal Elevator can agree upon. Sue Waechter seconded the motion. Motion passed 6-0 by roll call vote. Yes votes from Robley, Robnett, Schafer, Waechter, Walker, and G. Williams  
Abstain: President Ruth Williams

***Personnel Committee***

***Robley and G. Williams***

No report.

**Unfinished business:** None

**New business:**

The 2026 Operating Budget was presented and discussed.

Motion by Schafer to accept the 2026 Operating Budget as presented, second by Robnett.

Motion passed 6-0 by roll call vote. Yes votes from Robley, Robnett, Schafer, Waechter, Walker, and G. Williams. Motion carried unanimously. Abstain: President Ruth Williams

**Staff concerns:** None.

**Other:** Just for informational purposes, the City of Farber put a new roof on the Farber Library on 10/21/2025.

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., November 19<sup>th</sup>, 2025 at the Martinsburg Library.

**Adjournment:**

The meeting was adjourned at 11:25 a.m. with a motion by Waechter, second by Walker. Motion carried unanimously. Abstain: President Ruth Williams

Christal Bruner,  
Acting Secretary

**Mexico-Audrain County Library District**  
**Minutes for Board of Trustee’s Monthly Meeting**  
**November 19, 2025**

**Call to Order:**

The meeting was called to order by President Ruth Williams at 10:30 a.m.

Board members present: Mindy Nasir, Fran Robley, Kathleen Robnett, Sue Waechter, John Walker, Glenda Williams, and Ruth Williams.

Members absent: Becky Schafer

Also present: Library Director, Christal Bruner and Secretary to the Board, Monica Taylor

**Patron concerns:** None.

**Approval of bills and minutes:**

Approval of October bills with a motion by Robley, second by Waechter.

Motion approved unanimously. Abstain: President Ruth Williams

Approval of October minutes with a motion by Nasir, second by G. Williams.

Motion approved unanimously. Abstain: President Ruth Williams

**Monthly Reports:**

***Director’s Report*** – sent in packet

***Statistical Report*** – sent in packet

**Committee reports:**

***Finance/Endowment/Investment Fund Committee***

***Robnett and Walker***

Kay Robnett provided an update on the status of the district’s Investment CDs.

The Board discussed allocating a portion of the 2024 surplus to the Capital Fund for the proposed elevator modernization project next year. Walker made a motion to allocate \$100,000 to the Capital Fund. Robnett seconded the motion. Motion passed 6-0 by roll call vote. Yes votes from Nasir, Robley, Robnett, Waechter, Walker, and G. Williams. Abstain: President Ruth Williams

***Property/Equipment/Building Committee***

***Nasir – Schafer - Waechter***

There was concern that the holes in the concrete from the Mexico railing project need to be filled in, as well as coverings for the openings at the top of the railing. Director Bruner stated that she has discussed this with the contractor and we’re on his list.

***Personnel Committee***

***Robley and G. Williams***

No report.

**Unfinished business:**

The updates to the Cardinal Elevator maintenance and modernization contracts were discussed.

Director Bruner is to relay the urgency of this issue to the library’s attorney.

**New business:** None.

**Staff concerns:** None.

**Other:**

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., December 17<sup>th</sup>, 2025 at the Martinsburg Library.

**Adjournment:**

The meeting was adjourned at 11:07 a.m. with a motion by Walker, second by Robley.

Motion carried unanimously. Abstain: President Ruth Williams



**New business:** Pending legislation allowing the library to be eligible to request sales tax was discussed. Audrain County has been added to this pending legislation.

**Staff concerns:** None.

**Adjournment:**

The meeting was adjourned at 11:23 a.m. with a motion by Waechter, second by Walker; motion passed unanimously. Abstain: President Ruth Williams

**Next meeting:**

The next regular meeting is scheduled for 10:30 a.m., January 28th, 2026 at the Martinsburg Library.