

Mexico-Audrain County Library District
Minutes for Board of Trustee’s Monthly Meeting
August 16, 2023

Call to Order:

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

Board members present: Amy Childs, Karen Mossman, Kay Robnett, Steve Sims, Sue Waechter, and Glenda Williams.

Our new Board member from Farber, Ruth Etta Williams, was welcomed.

Members absent: Kay Dubbert and John Walker

Also present: Library Director, Christal Bruner, and Office Manager, Monica Taylor.

Tax Rate Hearing:

At 10:30, President Sims 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 2024 tax rate – At the end of the Board meeting, hearing no public comments, Mossman made a motion to set the 2024 tax rate at \$0.2238 as calculated in the County Clerk’s Proforma. Waechter seconded the motion. Motion passed 6-0 by roll call vote. Yes votes from Childs, Mossman, Robnett, Waechter, Glenda Williams and Ruth Williams. Abstain: President Sims

Approval of bills and minutes:

Approval of June and July bills with a motion by Childs, second by Waechter. Motion passed 6-0 by roll call vote. Yes votes from Childs, Mossman, Robnett, Waechter, Glenda Williams and Ruth Williams. Abstain: President Sims

Approval of June minutes with a motion by Robnett, second by Mossman. Motion passed 6-0 by roll call vote. Yes votes from Childs, Mossman, Robnett, Waechter, Glenda Williams and Ruth Williams. Abstain: President Sims

There were no minutes for July 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

None

Property/Equipment/Building Committee

Childs, Dubbert, Waechter

None

Personnel Committee

Mossman and Williams

July raises for library staff were implemented as approved by the Board in October 2022.

Unfinished business:

Board email discussions in July:

New policies and forms related to the State's Library Certification Requirements for the Protection of Minors, 15 CSR 30-200.015, were approved as presented by the full Board on 7/17/2023. Yes votes from Childs, Dubbert, Mossman, Robnett, Sims, Waechter, Walker and Glenda Williams.

Policies and forms approved were:

1. Collection Development Policy
2. Reconsideration of Library Materials Policy
3. Reconsideration Request Form
4. Informed Consent for Use of Library for Minor Child
5. Library Card Policy
6. Display, Event, Program, and Presentation Policy
7. Exhibitor's Agreement and Release Form
8. Parental Consent and Release Form for a Minor Attending an Adult Program
9. Meeting Room Use Policy combined with Reservation Form - one for Mexico and one for Vandalia

Pat Clithero, Vandalia resident and long-time library supporter, would like to donate to the Vandalia Library - in memory of her son - a lighted flagpole and flag. She will pay for everything, including having it set up and electric run for the light. The full Board approved accepting this donation on 7/28/2023. Yes votes from Childs, Dubbert, Mossman, Robnett, Waechter, Walker and Glenda Williams.

Abstain: President Sims

Jim Deppe from Vandalia will purchase and install the pole, and Wright Electric will install any necessary electric and lighting. The work will be done sometime after Labor Day.

New business:

Selection of Officers for 2023-2024:

Secretary Glenda Williams presented a slate of officers to be voted on by the full Board as follows:

President: Steve Sims

Vice-President: Mary "Kay" Dubbert

Treasurer: Kathleen Robnett

Secretary: Glenda Williams

Childs made a motion to accept the slate of officers as presented; Waechter seconded.

Motion passed 6-0 by roll call vote. Yes votes from Childs, Mossman, Robnett, Waechter, Ruth Williams and Glenda Williams. Abstain: President Sims

Committee Member Assignment for 2023-2024:

Committee members for the 2023-2024 term were assigned by Board President, Steve Sims, as follows:

Finance/Endowment/Investment Fund Committee: Robnett and Walker

Property/Equipment/Building Committee: Childs, Dubbert, Waechter

Personnel Committee: Mossman, Glenda Williams and Ruth Williams

Re-adopt Code of Ethics-Public Disclosure policy:

This policy must be re-adopted every other year, be signed by the Board President and Secretary, and submitted to the Missouri Ethics Commission. The Commission provides the requirements for the policy.

Our Code of Ethics-Public Disclosure Policy was presented. Robnett moved to approve the policy as presented, second by Glenda Williams; motion passed 6-0 by roll call vote. Yes votes from Childs, Mossman, Robnett, Waechter, Glenda Williams and Ruth Williams. Abstain: President Sims

The policy was signed by President Sims and Secretary Williams as required. Monica Taylor submitted the signed policy to the Missouri Ethics Commission and received confirmation of receipt.

Patron concerns: None.

Staff concerns: None.

Executive Session: None.

Other: Tax Rate Hearing

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

Set 2024 tax rate – At the end of the meeting, hearing no public comments, Mossman made a motion to set the 2024 tax rate at \$0.2238 as calculated in the County Clerk’s Proforma. Waechter seconded the motion. Motion passed 6-0 by roll call vote. Yes votes from Childs, Mossman, Robnett, Waechter, Ruth Williams and Glenda Williams. Abstain: President Sims

President Sims signed the Proforma Summary Page, which Taylor later delivered to the County Clerk.

Adjournment:

The meeting was adjourned at 11:16 a.m. with a motion by Childs, second by Waechter; motion passed 7-0 by roll call vote. Yes votes from Childs, Mossman, Robnett, Sims, Waechter, Glenda Williams and Ruth Williams.

Next meeting:

The next regular meeting is scheduled for 10:30 a.m. Wednesday, September 20, 2023 at the Laddonia Library.