

Scenic Regional Library
Board Minutes – March 18, 2025

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Union Branch on March 18, 2025 at 7:00 pm. Board President Joy Dufrain presided at the meeting. Board members attending the meeting were John Barry, John Cheatham, Kathi Ham, Karen Holtmeyer, Sarah Rothermich, Laura Hengstenberg and Martha Lindsley. Board members Carla Robertson, Paula Sutton, Susan Richardson, Bob Niebruegge and Linda Andrae were absent.

Library Director Steven Campbell, Assistant Library Director Megan Maurer, Director of Business and Human Resources Kjersti Merseal, and Administrative Assistant Bree Hendrickson were also present.

There were no public comments.

Public Comments

There were no additions or corrections to the minutes. They were approved as presented.

Approval of Minutes

Director Campbell stated that we are 66% through the budget for the fiscal year. He said all sections are where they should be. In terms of revenue, he said that the library will have two CDs maturing in this fiscal year. Director Campbell also stated that our revenue last month was a bit behind, but this month we are overall ahead of where we were last year. We have collected 98% of taxes and 94.5% of overall revenue. Director Campbell also informed the Board that we made our bond payment for the year on March 17.

Financial Report

Karen Holtmeyer made a motion to approve the Financial Report. Sarah Rothermich seconded the motion. All voted aye. Motion carried 8-0.

Reports:

The contracts were awarded for the concrete work in Warrenton and New Haven branches. Director Campbell stated that the library has reached out to the contractors to determine a start date and let them know the work needed to be completed by the end of June. He also stated that he was waiting to see whether the branches would need to close for a day or two while the work was being done. Director Campbell also stated that the City of New Haven will be doing an extension of the sidewalk. The extension will attach Highway 100 to our current sidewalk at the branch. They will also be resurfacing the street in the spring but it will not impact access to the branch.

Concrete Work in Warrenton and New Haven

Director Campbell sent an update to all staff and board members regarding personal property tax legislation and IMLS executive order.

Personal Property Tax Legislation and IMLS Executive Order

The recycling dumpsters at the Union branch were picked up March 17. The company Royal Oak Recycling did not charge to place or empty the dumpsters, however, the dumpsters were routinely overflowing and not picked up for

Recycling Dumpsters at the Union Branch

weeks at a time. Director Campbell stated that the library would have the staff trash dumpster emptied twice per week, instead of once.

Director Campbell informed the Board that the Pacific Eagles Club has agreed to give the library \$2,000 to purchase an AED device for the Pacific branch.

Pacific Eagles Club

The supplies arrived for the Community Garden project at the Owensville branch. Facilities Manager Bill Snow put the beds together and said that the soil will hopefully be delivered soon. Director Campbell said the beds could be ready this spring.

Owensville Community Garden Update

The City of Union agreed to allow the library to use the city auditorium twice a year for free. Director Campbell stated the library may have an employee event there this summer. He also stated that the city said that once they get more opioid funds, it is their intention to buy an AED device for the Union branch.

City of Union Requests

Director Campbell informed the Board that there was no damage to any of the branches from the tornadoes on March 14. However, the Pacific and St. Clair branches were closed on Saturday March 15 due to power outages.

Severe Storms

Director Campbell briefly spoke about the First Amendment auditor that visited the St. Clair and Union branches on February 27. Board Member Sarah Rothermich asked if First Amendment auditors were something that was discussed during onboarding. Assistant Director Megan Maurer responded that it is emphasized that good customer service is a top priority, rather than trying to state all the negative things that could happen. Board Member Laura Hengstenberg asked if during onboarding the rights of public employee(s) versus the rights of the public are discussed. Director Campbell responded that all employees are provided with all of our policies in the employee manual, which outlines the Code of Conduct and expectations of employees. He added that he would discuss adding the topic to onboarding with Assistant Director Megan Maurer.

First Amendment Auditor

Unfinished Business:

As previously reported, the library did not receive any bids for landscaping at the Sullivan branch last month. Director Campbell stated that we received bids from Lowe's Landscaping, Pohlman Freedom Lawncare, and Boast Enterprises LLC. Director Campbell stated that Pohlman Freedom Lawncare was the low bid at \$6,325 and that it was his recommendation that the Library Board award the contract to Pohlman Freedom Lawncare.

Bids for Sullivan Branch Landscaping

John Cheatham made a motion to award the contract for the Sullivan branch landscaping to Pohlman Freedom Lawncare. Kathi Ham seconded the motion. All voted aye. Motion carried 8-0.

At the November 2024 Library Board meeting, Director Campbell supplied the Board with information about a possibility of a teaching kitchen in the building adjacent the Union branch, owned by the University of Missouri Extension Council Foundation. The Extension Council Foundation Board unfortunately rejected the proposal. Director Campbell stated that he is now a member of the Union Lions. Gary Sieve, an Extension Council Foundation member whom he spoke with initially about the teaching kitchen back in October, is also a member of the Lions. After the most recent meeting, Mr. Sieve brought up the teaching kitchen again to Director Campbell, stating that he still hoped something could be worked out. Mr. Sieve reiterated that the Franklin County Extension Council Foundation was still relying on lease revenue. He said the Foundation might consider a lease payment as low as \$500 a month on the space. Director Campbell suggested that the Board consider the concept, even with a lease. The Board asked Director Campbell to gather more information regarding costs, insurance, sponsors, etc., and present it to them at a future Library Board meeting.

Teaching Kitchen

There was no new business.

New Business:

There being no further business, Joy Dufrain adjourned the meeting at 7:45 pm.

Adjourn

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____