

Scenic Regional Library  
Board Minutes – October 15, 2024

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Union Branch on October 15, 2024 at 7:00 pm. Board President Joy Dufrain presided at the meeting. Board members attending the meeting were John Barry, John Cheatham, Bob Niebruegge, Paula Sutton, Susan Richardson, Sarah Rothermich, Kathi Ham, Laura Hengstenberg, Karen Holtmeyer, Linda Andrae and Martha Lindsley. Board member Carla Robertson was 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.

**Approval of Minutes**

*John Barry made a motion to approve the minutes. Martha Lindsley seconded the motion. All voted aye. Motion carried 12-0.*

Director Campbell stated that the Library is 25% through the fiscal year and within budget. Director Campbell indicated that we have collected 1.58% of our revenue.

**Financial Report**

*Bob Niebruegge made a motion to accept the financial report. Sarah Rothermich seconded the motion. All voted aye. Motion carried 12-0.*

**Reports:**

Randy Eikermann signed the lease agreement and mailed the first month's rent check for the space in the Hermann branch on October 1.

**Hermann Branch Lease Space**

Director Campbell informed the Board that he presented the Library's Annual Report to Gasconade and Franklin County Commission. Copies of the Annual Report were mailed to Crawford County and Warren County.

**Annual Report Presentations**

**Unfinished Business:**

The Library Board received hard copies of the FY 2023-2024 annual audit at their September meeting. The Library's new auditor, Keith Slusser of F.E.W. CPA, presented the audit via zoom.

**FY 2023-2024 Audit**

*Bob Niebruegge made a motion to accept the audit. Laura Hengstenberg seconded the motion. All voted aye. Motion carried 12-0.*

**New Business:**

Currently the Library has a paid bereavement leave policy for full-time staff. Director Campbell presented a new policy that would increase the amount of leave for immediate family from three (3) days to five (5) days and extended family members from one (1) day to three (3) days. In addition, bereavement leave would be extended to part-time staff. Under the new policy, a day of bereavement leave is defined as eight (8) hours for full-time employees and four (4) hours for part-time employees. The Library director has discretion to allow paid bereavement leave for other individuals in unusual family circumstances. Board member John Cheatham stated that the Library director would have the discretion to decide whether or not the days must be used consecutively.

**Bereavement Leave Policy**

*John Cheatham made a motion to adopt the proposed paid bereavement leave for part-time staff. John Barry seconded the motion. All voted aye. Motion carried 12-0.*

*Bob Niebruegge made a motion to move into Executive Session. Paula Sutton seconded the motion.*

**Closed Session-  
RSMo 610.022 (3)  
Personnel**

*There was a roll call vote to move into Executive Session. Joy Dufrain- Aye, Laura Hengstenberg-Aye, Bob Niebruegge- Aye, Susan Richardson- Aye, John Cheatham- Aye, Kathi Ham- Aye, Sarah Rothermich- Aye, Martha Lindsley- Aye, Paula Sutton- Aye, Linda Andrae- Aye, Karen Holtmeyer-Aye, John Barry- Aye.*

The Board moved into Executive Session at 7:35 pm.

*There was a roll call vote to move out of Executive Session. Joy Dufrain- Aye, Laura Hengstenberg-Aye, Bob Niebruegge- Aye, Susan Richardson- Aye, John Cheatham- Aye, Kathi Ham- Aye, Sarah Rothermich- Aye, Martha Lindsley- Aye, Paula Sutton- Aye, Linda Andrae- Aye, Karen Holtmeyer-Aye, John Barry- Aye.*

The Board moved out of Executive Session at 7:45 pm.

*There being no further business, Joy Dufrain moved to adjourn the meeting at 7:45 pm.*

**Adjourn**

\_\_\_\_\_  
Secretary

Approved: \_\_\_\_\_  
President, Scenic Regional Library Board of Trustees

Date: \_\_\_\_\_