

Scenic Regional Library
Board Minutes – October 19, 2021

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Union Branch on October 19, 2021 at 7:00 pm. Board President Karen Holtmeyer presided at the meeting. Board members attending the meeting were John Barry, John Cheatham, Kathleen Ham, Laura Hengstenberg, Michele Fehlings, Martha Lindsley, Joy Dufraim, Linda Andrae, and Robert Niebruegge. Board members Paula Sutton, Susan Richardson, and Carla Robertson were absent.

Assistant Library Director Megan Maurer, Library Director Steven Campbell, Business and Human Resources Manager Kjersti Merseal, Administrative Assistant Erica Mosley, and Circulation Coordinator Diane Disbro were also present. Also attending the meeting were the following representatives from the town of Marthasville: Mayor David Lang, Angie Hilbert, Reverend Don Deeker, Leslie Edwards, Russell Kerston, Diane Freeze, Phyllis Aston, and Terri Ogle.

There were no public comments.

Public Comments

John Cheatham made the motion to accept the September 21, 2021 minutes as written. Laura Hengstenberg seconded the motion. All voted Aye. The motion carried 9/0.

Approval of Minutes

Assistant Director Megan Maurer assumed the Library Director's role during the meeting, as a professional development opportunity.

Business and Human Resources Manager Kjersti Merseal gave the following updates on the Personnel section of the Financial Report: Renny McBride, Wright City Branch Manager, has been hired as the new Union Branch Manager. Kayleigh Baryo has been promoted to take her place at Wright City, which leaves the full-time Children's Programmer position open. An offer has been made to the top candidate for the Marketing Specialist position. The newly-hired full-time Children's Programmer at the Warrenton Branch has given notice, and the Children's Programmer at the Hermann Branch resigned before her start date. Both positions have been re-posted.

Financial Report

Joy Dufraim made the motion to approve the Financial Report. Linda Andrae seconded the motion. All voted Aye. The motion carried 9/0.

The Board moved briefly to the Union branch for Circulation Coordinator Diane Disbro's demonstration of the Library's new RFID technology.

Reports

Megan Maurer gave the following updates to the Reports:

The start date for mold remediation at the new Hermann building has been moved to October 26.

Soft costs for the Hermann project were originally estimated at \$150,000. This estimate was based off costs for the Wright City and Owensville branches, which are similar in size. Unfortunately, the quote for furniture

came in 30% higher than anticipated, at \$118,000. This increases the soft cost estimate by \$90,000, to \$240,000. Administration is considering other furniture vendors, although they do not expect any significant difference in pricing. Martha Lindsley was in favor of proceeding with the furniture purchase. She said it is unlikely supply chain disruptions and inflation will go back to normal before the branch's grand opening in Spring 2022. Megan Maurer said landscaping, which was also not included in the initial soft cost estimate, will be about \$10,000.

The Library was awarded an Emergency Connectivity Fund Grant to purchase 300 Chromebooks and 100 Wi-Fi hotspots. Unfortunately, cases for the Chromebooks, which are necessary if the Library is to circulate them, are not included. The cheapest suitable cases found so far are \$35 each, which would cost the Library \$10,500 for all 300 Chromebooks. Grant funds cannot be used for cases. Megan Maurer said the Library had previously budgeted \$27,000 for connectivity for mobile hotspots, and asked if the Board was comfortable reallocating some of those funds toward Chromebook cases. The Board said yes. Megan Maurer said a portion of the \$27,000 will also go toward HVAC repairs at the Warrenton branch, now estimated at \$10,000.

New Business

Representatives from Marthasville presented their request for the Library to build a new branch in Marthasville. Angie Hilbert said in 2014 when Marthasville residents were encouraged to support a new Library tax increase, they were excited at the prospect of a branch getting built there. However, this did not happen. She said she researched American and Canadian studies on the type of book vending machine the Library is currently considering purchasing for a Marthasville location. Her research showed the machines experience low usage, and she thinks it would be a waste of tax dollars. She also cited a *Missourian* article in which Director Campbell said libraries are more than just books; they are also about technology, programming, children's storytimes, and community gathering places. She said none of these are provided by a vending machine.

Presentation by the Marthasville Park Board

Robert Niebruegge entered the meeting at 7:33.

Reverend Deeker said he remembered Director Campbell saying at the time of the tax initiative, that if the increase passed there was a good chance of a Marthasville branch happening. He said Marthasville needs to be moved to the top of the list for potential new Library locations. Mayor Lange distributed a handout to the Board with area statistical and demographic information, and said a library branch in Marthasville would serve not just the residents of Marthasville, but a 119 square mile area.

John Barry said the Library is at its bonding limit, and that the Hermann project was possible only because the Library is renovating an existing building, not building a new one, and because the Hermann Hospital is leasing half the building. He asked Mayor Lange if Marthasville would consider donating land to the Library for a potential new branch, rather than requesting the Library purchase two lots for \$80,000.

Assistant Director Maurer said the Library is committed to investigating the possibility of a Marthasville branch, and that Administration's research showed data a little different from what Ms. Hilbert and Mayor Lange shared. She said Marthasville was an area under consideration in 2014, but that demographics showed much higher growth along the I-70 corridor, where the Wright City branch was eventually built. Director Campbell said that for many branches, land was donated by communities. In response to Reverend Deeker's comment, Director Campbell said his actual statement had been a branch would likely be built in either Marthasville or Wright City, which is what did, in fact, occur. He also said circulation numbers for the Roanoke, Virginia, library's vending machine, which is the type the Library is considering purchasing, are quite substantial: several thousand items per month. He said that he will do further research on the studies Ms. Hilbert cited. Director Campbell said in prior years the Library has organized numerous programs and outreach in the Marthasville area but experienced low attendance or interest.

Linda Andrae said the vending machine was never meant to be a long-term solution. It was meant to show the Library cares about investing in Marthasville, and about providing as many services as it can until such time as a full branch can be built. Reverend Deeker said he does not expect a branch to be built soon; just that he wants Marthasville moved to the top of the list. Mayor Lange said the City Council may consider reducing the price of the lots for the Library, and that he may have mistakenly thought the vending machine was a permanent solution. Karen Holtmeyer called the vending machine an "olive branch," and said Marthasville residents are getting much more in Library services than they may think, in the form of e-resources, Books by Mail, reciprocal agreements with the Washington Public Library, and other services. Megan Maurer said the dialog would remain open, and encouraged ongoing communication and information sharing with Marthasville.

Megan Maurer presented the Annual Report for the 2020-2021 fiscal year to the Board.

**Annual Report for
FY 2020-2021**

John Barry made the motion to approve the Annual Report. Linda Andrae seconded the motion. All voted Aye. The motion carried 10/0.

Unfinished Business

The Board discussed the changes to the proposed Filming and Photography Policy. Megan Maurer said the policy will increase staff knowledge and confidence regarding how they are permitted to address patrons they see filming in the Library. Laura Hengstenberg said staff should be made aware that employee privacy rights are different from patron privacy rights, and that it is not necessarily illegal for someone to film staff doing their jobs. Director Campbell said this was true, but that it would be extremely difficult for anyone to capture staff on film without violating patron privacy rights, as most of the time staff is assisting patrons or handling patrons' private material.

**Proposed Filming
and Photography
Policy**

John Barry made the motion to approve the Filming and Photography Policy. Joy Dufraim seconded the motion. All voted Aye. The motion carried 10/0.

Megan Maurer announced that today was John Cheatham's 35th anniversary of serving on the Board.

The Board decided to reschedule the November 16 meeting to 6:00 pm and to have the meeting on Zoom. This will enable Assistant Director Maurer and Director Campbell to catch an early flight the next morning to Roanoke, Virginia, to research the book vending machine.

*There being no further business, Board President Karen Holtmeyer **Adjourn** adjourned the meeting at 8:35 pm.*

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____