

Scenic Regional Library  
Board Minutes – August 22, 2023

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Union Branch on August 22, 2023 at 7:00 pm. Board President John Cheatham presided at the meeting. Board members attending the meeting were John Barry, Karen Holtmeyer, Laura Hengstenberg, Susan Richardson, Sarah Rothermich, Kathi Ham, Carla Robertson, Paula Sutton and Martha Lindsley. Board members Linda Andrae, Joy Dufrain and Robert Niebruegge were absent.

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

There were no public comments.

**Public Comments**

Director Campbell stated that a direct quote from the June minutes was changed to reflect a more generalized statement about the Library's compensation study. They were then approved as presented.

**Approval of Minutes**

Director Campbell stated that the Library is 8.3% through the budget year. Director Campbell stated we will be operating on the preliminary budget longer than usual as we are awaiting the results of the compensation study. All sections of the budget are under 8.3%. Most of the Library's revenue will arrive in December and January, as usual.

**Financial Report**

***Financial Report stands approved as presented.***

**Reports**

Director Campbell provided a brief introduction of Tiffany Richards, new branch manager in Hermann. Director Campbell stated that Ms. Richards would replace him on the Arts Council.

**New Hermann Branch Manager**

Director Campbell informed the Board that he has appointed a committee of ten library staff members to serve on a Strategic Planning Committee. The committee had their first meeting on August 10, 2023. The meeting lasted approximately one and a half hours. Director Campbell stated that he felt that good progress was made and that he split the committee up into groups to identify initiatives for the individual areas. Director Campbell stated that he would have more information for the Board at their September meeting.

**Strategic Planning Committee**

The Library's Friends' groups and Foundation will soon exceed \$200,000 in revenue for the first time in its 8-year history.

**Friends' and Foundation Funds**

Director Campbell noted that the Library's Community Read Selection Committee selected "Harry Truman's Excellent Adventure: The True Story of a Great American Road Trip," by Matthew Algeo, as the 2024 community read

**Community Read Book for 2024**

title. The author will also be making an appearance in person in April of next year.

Director Campbell spoke briefly about the old administration building. He stated that he spoke to Dolan Realty about a few potential interests in the building. Director Campbell indicated that we may be getting an offer this week, but that in the event that we did not received an offer that he would pursue a new realtor as previously decided by the Library Board. The current sale price of the building is \$355,000.

### **Old Administration Building**

Director Campbell stated that Randy Eikermann still has interest in leasing space in the library's Hermann branch building for his CPA business. After four years, the lease would pay for the cost to renovate the space. Board Member Kathi Ham expressed the Arts Council's concern about the lack of space and storage for the Art Gallery. Director Campbell assured her that we would make sure that the Gallery still had the storage space needed to function efficiently.

### **Hermann Building Vacant Lease Space**

Director Campbell informed the Library Board that we were still having various HVAC issues in a few of the branches. At the Hermann and Owensville branches, the issues were minor and resolved quickly with minimal expense. The Union branch has experienced ongoing issues for over a month with its air handler units. The Library has been working with the Union Fire Department, Tech Electronics (fire monitoring company), and Murphy (HVAC contractor) to resolve the issue. Tech Electronics replaced sensors on two of the air handler units with less sensitive devices.

### **HVAC Issues**

At the New Haven branch, a part that controls the HVAC unit's fan speed needed to be replaced. As a result, the branch's humidity level rose above acceptable levels. Originally, the part was going to take a month to arrive, so the library purchased two portable commercial dehumidifiers; the cost was \$1,400. However, the part arrived within days. The cost of the part replacement was \$3,000. The Library will still be able to use the dehumidifiers in the future.

Director Campbell briefly spoke about the lawsuit with JEMA. The Library's attorney said that JEMA wouldn't negotiate a settlement until BRiC was added to the lawsuit. BRiC was added and informed by the Library's attorney, but the firm did not respond. As a result, the Library's attorney will need to serve BRiC with legal documents. Once they have been notified, the Library hopes that the two firms will negotiate a settlement with the Library.

### **Lawsuit with JEMA and BRiC**

Director Campbell stated that initially he had budgeted for a 3% increase for health insurance, however, the increase was 19%. This will cost an additional \$45,800. The Library has never had an increase higher than 3% in the past 11 years. He stated that the library can absorb the cost due to interest revenue being higher than originally estimated. Director Campbell also asked the Library Board if they wanted to select a higher (\$1,250) deductible, which would reduce the Library's insurance costs by \$18,800. Director Campbell indicated he was not inclined to take that option. The Board members did not appear interested in increasing the deductible. There will be no changes this year.

### **Health Insurance Rates**

Scenic Regional Library has expired all minor library cards. An email was sent out to all patrons on July 31. Director Campbell informed the Board that there has not been any pushback from the public.

**Secretary of State's  
Rule and Minors'  
Library Cards**

Paul Schroeder, Collection Development and Interlibrary Loan Manager, had the branches conduct a count of magazine usage between June 15 and July 15. The results were that 35.5% of the titles systemwide were never checked out and 23.5% were only check out once. Director Campbell stated that the results were not surprising. He indicated that the Library will conduct another month-long magazine usage study next spring and any reduction in physical material would be added to our digital collection.

**Print Magazine  
Usage**

Director Campbell reported that the parking lot resealing and restriping is complete and he's received some positive feedback from patrons about it.

**Miscellaneous**

Director Campbell reported that Washington Middle School has blocked the SORA app for their students which allowed access to the Library's Overdrive collection. The move was made due to the law passed last year charging school employees with a felony for giving students access to pornography or obscene material. Director Campbell said that he wouldn't be surprised if more schools followed.

There was no unfinished business.

**Unfinished Business**

A legal notice about the Library's annual tax levy hearing, as required by statute, appeared in the Missourian on August 12-13. The Library Board will consider the proposed property tax rate of \$0.1908 per \$100 of assessed valuation for Scenic Regional Library District, a consolidated library district and political subdivision, to generate revenue for the fiscal year that began on July 1, 2023.

**New Business:  
Tax Levy**

**Carla Robertson made the motion for the Board of Trustees to set the property tax rate at \$0.1908 per \$100 of assessed valuation, or maximum allowed under the Hancock Amendment, for Scenic Regional Library District, a consolidated library district and political subdivision, to generate revenue for the fiscal year that began on July 1, 2023. Kathi Ham seconded the motion. All voted aye. The motion carried 10-0.**

Director Campbell informed the Board that the Conflict of Interest Policy will expire in September. The policy must be re-approved by the Board of Trustees every two years; the policy prevents the Board members from having to complete individual paperwork each year for the Missouri Ethics Commission. The policy is identical to the last one (2021), with the exception of the new date.

**Conflict of Interest  
Ordinance-  
Missouri Ethics  
Commission**

**Paula Sutton made a motion to approve the Conflict of Interest Policy. Sarah Rothermich seconded the motions. All voted aye. The motion carried 10-0.**

*There being no further business, John Cheatham moved to adjourn the Adjourn meeting at 7:50 pm.*

\_\_\_\_\_  
Secretary

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

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