

Scenic Regional Library
Board Minutes – January 17, 2023

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Union Branch on January 17, 2023 at 7:00 pm. Board President Robert Niebruegge presided at the meeting. Board members attending the meeting were Joy Dufrain, John Barry, Carla Robertson, Sarah Rothermich, Kathleen Ham, Karen Holtmeyer, Martha Lindsley and Linda Andrae.

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

There were no public comments.

Public Comments

Linda Andrae notes that her name is misspelled in the November minutes. Director Campbell said that the error will be corrected; otherwise, the minutes stand as presented.

Approval of Minutes

Director Campbell said that at 50-percent through the budget year, approximately 42-percent of current budget is spent. Most of the revenue comes in December and January. We have collected only 12.5 percent of our revenue as Franklin County mailed their tax bills late due to migration to a new computer system.

Financial Report

Financial Report stands approved as presented.

Reports

Director Campbell reports that the proposed legislation to change the fiscal year for the library was pre-filed by Representative Banderman on December 15 and Senator Ben Brown on December 30. There is nothing more to be done at the moment.

Legislation

Associate Director of Human Resources and Finance Kjersti Merseal and Director Campbell met with representatives of United Bank in late December to discuss the library's funds.

Library Investments

On January 3, Assistant Director Megan Maurer and Director Campbell signed documents to place \$2 million of the library's reserves in a 6-month CD with a 4.3% rate and an additional \$1.2 million in reserves to in a 9-month CD with a 4.3% rate. Over the next six months, the library will earn approximately \$68,000 in interest on the funds.

Parking lot resurfacing and restriping project went out for bids published in local newspapers January 12, with a due date of February 2, 2023, for all Scenic Regional parking lots with the exception of the Hermann branch, which was just completed.

Parking lot bids

The Secretary of State's proposed rule for public libraries received approximately 18,000 comments from the public. The Secretary of State's office staff are reviewing the comments, which are available online. The Secretary is looking for constructive comments and this may eventually be

Secretary of State Proposed Rule

turned over to a bipartisan panel of lawmakers, who can vote to send it to either chamber of the Missouri General Assembly.

The Library has ordered the large banner and poster printer.

Printer Ordered

On December 19 the library finally received notice that it had been awarded another Federal grant to provide Chromebooks and wireless mobile hotspots for checkout. The grant provides data for the remaining 209 Chromebooks and 195 new hotspots will be added. The grant provides data for these devices until December 31, 2023, through T-Mobile. The loan period is three months for these devices.

Federal Grant Renewed

The audit by the library's auditor (Sikich, LLP) that was unavailable in November was still incomplete by December 31 when the audit is due to the state. Director Campbell called the library's attorney David Politte about the matter. He was unable to assist due to a conflict of interest, however suggested contacting Mark Grimm, the library's bond attorney with Gilmore & Bell. Mr. Grimm said the auditor could provide an unaudited financial statement for the bond filings until the full audit is available; it would temporarily satisfy the bond reporting requirements.

Audit Update

Library Trustee Training is available online to any who wish to participate. Please let Director Campbell know so he may have them create an account for you. All nine board trustees in attendance were interested.

Trustee Training

On March 4 at 6:00 p.m. the Scenic Regional Library Foundation will hold a Trivia Event at Union Auditorium. Three teams have signed up to date. It is \$20 per person, with eight to a table. There is a \$200 prize to the winning table.

Foundation Trivia Event

New Business

The library has a computer replacement schedule under which a computer is replaced after five years. This fiscal year, there are 50 computers (43 desktops and 7 laptops) due to be replaced. The IT Manager, Denise Edwards-Keesey obtained six bids for the purchase. Her recommendation was to purchase through Liberty PCS for a total of \$28,479. Director Campbell requested the Board to award the contract to Liberty PCS.

Computer Replacement Bids

Joy Dufraim made a motion to purchase the new computers from Liberty PCS. Carla Robertson seconded the motion. All voted Aye. The motion carries 9-0.

On January 3, Julie Hook, program manager of HOPE for Franklin County Coalition approached Assistant Director Megan Maurer about the possibility of placing a Narcan vending machine at one of the library's branches in Franklin County. Hope for Franklin County Coalition plans to apply for a grant to purchase the machine and PreventEd provide the Narcan. The Narcan packages would include information about other resources in the community. The Narcan would be free and PreventEd would refill the machine. The scope of the information reported by Assistant Director Megan Maurer in the Board packet answered many questions the Board members were concerned about. Board member Karen Holtmeyer asked who would fill the machine. Assistant Director

Narcan Vending Machine

Maurer said that PreventEd would fill the machines. Board member Carla Robertson said that PreventEd was a great organization and the vending machine would be a good way for the library to bring exposure to the issue. The Board was very positive about the Library hosting a Narcan machine.

Unfinished Business

Our volunteer art gallery manager, Sherri Hausman had been in the hospital recently, but has now been released. Ms. Hausman had been unable to contact any of the artists who were selected for the next exhibit prior to her hospitalization. The next exhibit was scheduled to open on February 3, it would need to be hung between January 30 and February 2; therefore, the decision was made to postpone the opening of the new exhibit until Friday, March 3. The current exhibit will be extended until February 18. Director Campbell states that he does not expect Ms. Hausman will be able to assist with the gallery over the next month.

Art Gallery

Director Campbell would like to see a committee work on the Library gallery so that there would always be committee members with the knowledge and availability to get the work completed. Director Campbell will sit in on this committee and help with necessary decisions and to have a pulse on what is happening. Board members Joy Dufrain, Kathi Ham, and Sarah Rothermich are interested in helping on this volunteer committee.

There being no further business, John Barry moved to adjourn the meeting at 8:25 pm. **Adjourn**

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____