

Scenic Regional Library
Board Minutes – February 20, 2024

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Union Branch on February 20, 2024 at 7:03 pm. Board Vice President Joy Dufrain presided at the meeting. Board members attending the meeting were John Barry, Karen Holtmeyer, Paula Sutton, Laura Hengstenberg, Linda Andrae, Susan Richardson, Sarah Rothermich, Kathi Ham, Carla Robertson, Joy Dufrain and Martha Lindsley. Board member Bob Niebruegge and John Cheatham were absent.

Library Director Steven Campbell, Assistant Library Director Megan Maurer, Director of Business and Human Resources Kjersti Merseal, Administrative Assistant Bree Hendrickson and Tammy Alsop of Sikich, LLP 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 we are 57% through the fiscal year and 47% through the budget. Director Campbell also stated there would be a bond payment coming up in April for approximately \$750,000. We have collected 94.6% of our taxes and almost 95% of our revenue.

Financial Report

Financial Report stands approved as presented.

Director Campbell informed the Board that the Hermann Art Gallery was having trouble finding sponsors for their Art Exhibit in April. Director Campbell stated we would be using \$500 of the money donated by Michelle Fehling to sponsor the event.

Reports

Director Campbell mentioned that the paperwork for the digital sign in Warrenton was completed and that the sign should be up in 8-12 weeks.

Last month, Director Campbell reported that the Library planned to moved from Vonage and Fidelity to Zoom for phone service. New Haven, Owensville, and Sullivan branches will have to have new phone numbers. The Hermann branch will not be receiving a new phone number.

Director Campbell stated that the quarterly book review in the Missourian, featuring Scenic Regional Library staff member reviews, would be coming out on February 24th.

Director Campbell briefly spoke about food bags for kids being available soon at the Hermann branch. The food bags are provided by the food pantry in Hermann.

Unfinished Business:

Director Campbell reached out via email on January 26 to the Board for votes on accepting the bid from Crystal Heating and Cooling for the HVAC contract for Warrenton and St. Clair. After receiving 8 “yes” votes, we informed Crystal Heating and Cooling that they were awarded the contract and they have put the equipment on order. Director Campbell asked the Board for a formal in person vote to reflect in the minutes.

**Award of the
Warrenton and St.
Clair Branch HVAC
Contract**

John Barry made a motion to award the Warrenton and St. Clair Branch HVAC contract to Crystal Heating and Cooling. Martha Lindsley seconded the motion. All voted aye. Motion carried 11-0.

New Business:

Tammy Alsop with Sikich presented the Scenic Regional Library annual audit report to the Board.

**Presentation of the
Annual Audit for
FY2022-2023-
Tammy Alsop,
Sikich, LLP**

The proposed revised annual budget is normally approved in September, after the library’s tax levy has been sent. This year, approval of the revised budget was delayed while the Library Board awaited the completion of a compensation study. Director Campbell recommended that the Board approved the revised budget with the amendments that \$3000 be moved from Books to Insurance and that \$12000 be moved from Audio/Visual to Maintenance and Repair.

**Proposed Revised
Annual Budget for
FY2023-2024**

John Barry made a motion to accept the amended FY2023-2024 annual budget. Susan Richardson seconded the motion. All voted aye. Motion carried 11-0.

There being no further business, Joy Dufrain moved to adjourn the meeting at 7:50 pm.

Adjourn

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____