

Scenic Regional Library
Board Minutes – June 18, 2024

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Union Branch on June 18, 2024 at 7:00 pm. Board President John Cheatham presided at the meeting. Board members attending the meeting were John Barry, Karen Holtmeyer, Bob Niebruegge, Paula Sutton, Linda Andrae, Susan Richardson, Sarah Rothermich, Kathi Ham, Carla Robertson, Joy Dufrain and Laura Hengstenberg. Board member Martha Lindsley 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. They were approved as presented.

Approval of Minutes

Director Campbell stated that the Library is 91.6% through the fiscal year. Director Campbell indicated that we have collected over 100% of our revenue and that we should finish the year with a surplus.

Financial Report

Financial Report stands approved as presented.

Reports:

Director Campbell stated that Library Board members Susan Richardson and Laura Hengstenberg were reappointed.

Reappointment of Library Board Members

Warrenton, Sullivan, Pacific and New Haven branches had enormously successful summer reading program kick-off parties. Director Campbell said that it is difficult to know the impact of the events registration as children will continue to register throughout the summer. He explained that we are still not at pre-COVID numbers but he believes that the systemwide increase in registrations this summer are indicative of a continued, gradual rebound from COVID numbers.

Summer Reading Program Kick-off Parties

Director Campbell informed the Board that the replacement of HVAC units at the St. Clair and Warrenton branches is complete. He also mentioned that the new digital sign in Warrenton is to be installed next week.

New HVAC Units in St. Clair and Warrenton

At the March meeting, Director Campbell reported that Vine Church was holding their weekly services at the Hermann branch. There was a complaint about some literature distributed by the church which made it appear as though the church was housed at the library. Director Campbell stated that the church

Church Meeting at the Hermann Branch

is no longer meeting at the branch and that the church's Facebook page no longer exists.

Director Campbell reported that the Missouri Assembly did in fact pass a bill that was signed into law. Under the new law, anyone 62 years old or older, whether or not they are eligible for social security, is eligible for the senior citizen property tax freeze. There were no limits created for income or the value of the property. Warren County has already passed an ordinance to allow the property tax freeze and Director Campbell indicated that he expected it will be passed in Franklin County as well.

Senior Property Tax Freeze

We received a complaint from a resident of New Haven regarding a street light that he claimed belonged to the library. Assistant Director Megan Maurer handled the complaint and told the individual that the street light was not on our property. He disputed the information. The city of New Haven's building inspector was contacted. He observed the light after dark and agreed that the street light did actually belong to the Boondocker, adjacent the library. The building inspector informed the resident's wife. We have not heard anything further.

Complaint about the New Haven Branch

Director Campbell informed the Board that Scenic Regional Library requested and has been selected by Missouri Evergreen as one of a handful of libraries to participate in a pilot for a product called Aspen. Aspen is an open source discovery layer that provides a platform through which patrons can search the online catalog and digital content at the same time. Director Campbell indicated that the initial cost was very little and would have no additional charges. Adding a discovery layer as a resource was also part of the Library's strategic plan.

Library Selected for Discovery Layer Pilot

There was no unfinished business.

Unfinished Business:

New Business:

According to the Library Board's bylaws, Warren County Library Board member Joy Dufrain will move up to President; Gasconade County Board member Kathi Ham will move up to vice president; Franklin County Board member Paula Sutton will move up to Secretary; and the treasurer position becomes vacant. According to the Library Board's bylaws, a new treasurer must be a Board member from Warren County: John Barry, Carla Robertson, or Karen Holtmeyer. Karen Holtmeyer was nominated.

Election of the Library Board of Trustees' Officers for FY 2024-2025

Bob Niebruegge made a motion to elect Karen Holtmeyer as treasurer for FY 2024-2025. Linda Andrae seconded the motion. All voted all. Motion carried 12-0.

McGrath Human Resources Group recommended tying the Library's new salary ranges to inflation. Director Campbell informed the Board that the annual inflation rate for the United States was 3.3%. As a result, the proposed salary ranges for FY 2024-2024 have all been increased 3.3%. Director Campbell requested that the Library Board approved the proposed salary ranges for FY 2024-2025.

**Proposed Salary
Ranges for FY 2024-
2025**

Karen Holtmeyer made a motion to approve the proposed salary ranges for FY 2024-2025. Carla Robertson seconded the motion. All voted aye. Motion carried 12-0.

Director Campbell asked the Library Board if they would prefer to approve the salary range adjustments each year, or have them automatically increased by Associate Director Kjersti Merseal based on the June inflation data.

Bob Niebruegge made a motion to approve the salary range adjustments each year. Laura Hengstenberg seconded the motion. All voted aye. Motion carried 12-0.

Director Campbell informed the Board that the proposed preliminary budget includes a 3% increase in revenue, as this is a reassessment year. The Library does not receive its assessed valuation figures until early August and set its tax levy rate until mid- to late- August. As a result, actual revenue is unknown in June. The preliminary budget outlines the key proposed changes from the previous years budget. Director Campbell requested that the Library Board approve the proposed Preliminary Budget for FY 2024-2025.

**Proposed
Preliminary FY
2024-2025- Annual
Budget**

Paula Sutton made a motion to approve the proposed Preliminary Budget for FY 2024-2025. John Barry seconded the motion. All voted aye. Motion carried 12-0.

The library's current Behavior Policy/Code of Conduct does not allow food in the library. It does allow covered drinks. Director Campbell informed the Board that he attended a session at the Public Library Association conference in April. During the session, with over 100 libraries from around the country represented, a quick online survey of attendees revealed that 89% of libraries allowed patrons to bring food into their libraries. Director Campbell went on to say that at last months branch manager meeting, this topic was discussed. At first, it was fairly divided between "pro" and "anti" food camps. After learning the branches were each receiving their own portable Bissell carpet and upholstery cleaning machine, a vast majority of the managers said they would support allowing food in the library. Assistant Director Megan Maurer said staff do regularly tell patrons they cannot bring food into the building. She went on to explain to the Board that the branches are reporting that patrons are eating snacks out of their backpacks and purses and are eating food in the study rooms, especially when a patron is using the study room for a vast majority of the day. Board member Bob Niebruegge expressed concern for the materials being

Food in the Library

ruined. Board member Carla Robertson brought up the point of peanut allergies and the concern that the food could contaminate a surface and make another person ill or cause an anaphylactic reaction. A few board members indicated that they would be more inclined to support food in the Library if there was a designated area with tables. However, after some discussion, the Library Board did not appear to support changing policy to allow food in the Library.

Director Campbell briefly spoke to the Board regarding the utilities cost at the Hermann branch. He informed the Board that we spend on average about \$2,000 a month on utilities just for the portion of the building that the Hermann branch occupies. Director Campbell was looking into some solar options and spoke to a solar power company out of St. Louis. The information he received was that, in Missouri, you cannot get 100% of your power solely from solar. You would still need to use a small percentage of the local utilities. However, this would cut the monthly utility costs by 70%-80%. In 8-12 years, the solar panels will have paid for themselves. The panels have a 25-year warranty and over the course of those 25 years it could save the Library a quarter of a million dollars or more in utility costs. The Board had questions regarding the structural integrity of the roof; Director Campbell stated that he had already planned to reach out to a structural engineer to determine if the roof could support the solar panels. He also stated that the Library may consider spray coating the metal roof to extend the life of the roof before installing solar panels. Director Campbell said he would continue to gather information and report back to the Board.

Hermann Branch
Utilities

There being no further business, John Cheatham moved to adjourn the meeting at 8:15 pm.

Adjourn

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____