

Scenic Regional Library
Board Minutes – November 18, 2025

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Union Branch on November 18, 2025 at 7:00 pm. Board President Kathi Ham presided at the meeting. Board members attending the meeting were John Barry, John Cheatham, Sarah Rothermich, Laura Hengstenberg, Martha Lindsley, Carla Robertson, Karen Holtmeyer, Jennifer Schwentker, Joy Dufrain and Susan Richardson. Board member Bob Niebruegge was absent.

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

Public Comments

There were no public comments.

There were no additions or corrections to the minutes. They were approved as presented.

Approval of Minutes

Director Campbell stated that we are about a third of the way through the budget year. Director Campbell said there is not much to report. He informed the Board that all 3 sections of the budget are under 30% expended and that all budget lines are in good shape. Director Campbell also noted that the Board may observe that no further checks will be issued to Baker & Taylor, with future payments instead going to Midwest Tape and Ingram.

Financial Report

Carla Robertson made a motion to approve the financial report. Sarah Rothermich seconded the motion. All voted aye. Motion carried 11-0.

Reports:

Director Campbell introduced Zach Gibson to the Board as the new Branch Manager of the Hermann branch. Mr. Gibson has worked for Scenic Regional Library for the past 3 years and is pursuing his master's degree in Library and Information Science at the University of Missouri in Columbia.

New Staff

Director Campbell also re-introduced Tiffany Richards to the Board as the new Adult Programming Coordinator. Ms. Richards was previously the Hermann branch manager and had also worked as Assistant Branch Manager at St. Louis County Library. Ms. Richards has a master's degree in Library and Information Science from the University of Wisconsin in Milwaukee.

Director Campbell stated that the library was awarded a \$5,000 Presenter Grant through the Missouri State Library for its 2026 Community Read author visit. The grant will cover the author's entire speaking fee. The Library Foundation has agreed to cover travel expenses, which include airfare, hotel and ground transportation.

Community Read Grant

Director Campbell reported that, for the first time, he received assessed valuation revisions after the library's tax levy had been set and certified by the Missouri State Auditor. He informed the Board that Gasconade County experienced a slight increase, while Franklin County saw a slight decrease. He stated that no reasons were provided for the amendments. He explained that the revisions would not require any budget adjustments, noting that the library typically allocates funds to reserves and that the changes may simply reduce that amount somewhat.

Assessed Valuation Changes

Director Campbell discussed with the Board the bomb threat the Sullivan branch received on October 28. Director Campbell informed the Board of the course of action that was taken with the staff as well as law enforcement. The Board asked Director Campbell several questions about procedures and the outcome of the incident. Director Campbell informed the Board that the patron has been banned for three months. The Board asked Director Campbell to follow up with the police department.

Bomb Threat

Director Campbell stated that the new self-check machines now show program publicity.

Self-Check Machines

The library donated 12 boxes of leftover books from the book sale to the prison in Pacific. The rest of the books went to Thriftbooks.

Donated Books

Director Campbell briefly went over the current quotes he received for the painting project. The quotes do not require Board approval to award due to the amount.

Paint Quotes

The library received two Request for Reconsideration forms for a board book entitled "Being You: A Conversation about Gender," by Megan Madison, on November 12. The committee met to discuss the book and voted 5-0 to move the book to the juvenile non-fiction section. Letters were sent to the patrons.

Request for Reconsideration

There was no unfinished business.

Unfinished Business:

New Business:

Director Campbell stated that he met with two individuals in October who are volunteers collecting signatures for multiple petitions. They wanted to reserve the meeting room during the winter (due to the cold temperatures) and publicize the dates and times that people could sign the petitions. They also asked about holding an informational session about the petitions, during which time attendees could also sign. Director Campbell said that the existing policies already allow for an information session, but not the signature collection component. Director Campbell discussed with the Board the library's current meeting room policy and petitioning policy. Director Campbell requested that the Board approve the amendment to the Petitioning Policy language which

Library Petitioning Policy

would allow more than one person at a time to gather signatures for the same petition, and use the meeting rooms to gather signatures.

John Cheatham made a motion to approve the amendment to the Library Petitioning Policy. Carla Robertson seconded the motion. All voted aye. Motion carried 11-0.

Director Campbell reviewed with the Board that Cochran Engineering provided an estimate of \$14,850 for their services and \$54,890 for construction for the Hermann drainage improvement project. Director Campbell stated Franklin County Construction provided a quote of \$115,655 for the project. With the quote from Franklin County Construction being so unexpectedly high, the Board decided that the library should go out for formal bids on the project.

Hermann Drainage Project

Director Campbell went over the next section for review in the Personnel Policy manual. He pointed out some minor language changes and a few revisions. A Board member asked about adding a section regarding alternative reporting options. Director Campbell informed the Board that he would reach out to the library attorney about adding the language. The Board will have one more section to review at the next meeting before approving the entire document at their February 2026 meeting.

Personnel Policy Review

There being no further business, Kathi Ham adjourned the meeting at 8:20 pm.

Adjourn

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____