



BOARD OF TRUSTEES
Meeting Minutes
July, 2 2024 | 11-12:30
LCO Tech Room | [Meeting Link](#)

1. Roll Call Vote
 - a. Debbie Redford, Jeff Gerken, Mindy Honey, Anne E McGregor (via Teams)
2. Motion to approve Jeff Gerken as treasurer until new Treasurer is appointed
 - a. Debbie Redford made a motion to appoint Jeff Gerken as interim board treasurer until the fifth board seat is filled and permanent treasurer is appointed.
 - b. Mindy seconded the motion
 - c. Slate approved
3. June 18 Meeting Minutes approval - Mindy Honey
 - a. Debbie made a motion to approve the minutes as presented
 - b. Jeff seconded the motion
 - c. Slate approved
4. **Visitor Comments** (Comments are limited to 3 minutes per person with a limit of 15 minutes.)
 - a. None
5. **Treasurer's Report**
 - a. None – report presented at the second meeting of the month
6. Invited Guest
 - a. Jacob O’Dell, Finance/HR Manager, was introduced to the board. Jacob started with the library on 7.1.2024.
7. **Directors Report**
 - a. Essy Day, Interim Director Report
 - i. Essy shard highlights of what she and her staff have been doing. Highlights included adding a new legal form resource for library patrons, a resource that has been highly requested, and changing the website domain name to LCOzarks.com.
 - b. June 2024 Statistics
8. **Old Business**
 - a. LAGERS – Debbie Redford
 - i. Debbie’s recommendations included the following information with a request for it to go before the board for a vote on July 16:
 1. Effective Date (1/2/24)
 2. General Departments (non-ff/police)
 3. Min. Hours for coverage/participation - 1,500
 4. Prior service to cover: 100%

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5. Benefits for Life – 1%
 6. Final Average Salary – 3 year average
 7. 0% mandatory member contribution
 8. Normal Retirement (age 60)

9. New Business

- a. Banking Resolution
 - i. Debbie made a motion to remove Garrett Vanderpool from the library's bank accounts and add Esther Day and Jacob O'Dell to the accounts.
 - ii. Mindy seconded the motion
 - iii. Slate approved
 - iv. Debbie made a motion to add Jeff to the bank accounts as the interim treasurer.
 - v. Mindy seconded the motion
 - vi. Slate approved
- b. Draft Employee Policies
 - i. Family in the workplace
 - ii. Military Leave
 - iii. Recruitment and Selection
 - iv. Travel and Training
 1. Mindy made a motion to approve the above policies as presented with the exception of a verbiage change in the Travel and Training policy to clarify acceptable forms of proof of payment to include credit card statements.
 2. Jeff seconded the motion
 3. Slate approved
- c. Revision to Bylaws
 - i. Jeff made a motion to approve the bylaws with proposed changes as presented
 - ii. Mindy seconded the motion
 - iii. The board discussed changes to reducing the number of Board of Director meetings from twice a month to once a month and moving the meeting times. Because this would be a change to the bylaws the board did not approve the changes during the July 2 board meeting.
 - iv. Jeff withdrew his motion to approve the bylaw changes.
 - v. Mindy withdrew her second
 - vi. The board will vote on the changes at the July 16 board meeting.

10. Committee Report

- a. Debbie shared that Lagers will be holding a presentation for library employees to answer questions and learn more about this benefit

11. Public Comments

12. Comments from Trustees

- a. Report from Commissioners Meeting
 - i. Anne E provided an update following the Commission Meeting presentation on June 24 and Anne E reminded directors that a Personal Finance Disclosure is due by July 15.

13. Next Meeting July 16, 11-12:30

- a. Debbie Redford will act as Chairperson

14. Meeting Adjourned to closed session: Closed Session –

- a. As authorized by Section 610.021, Subsection 3, regarding personnel.
- b. Upon a roll call vote to adjourn closed session, the meeting will be adjourned
- c. Jeff made a motion to the open session and enter into closed session pursuant to Section 610.021, Subsection 3, regarding personnel, and that the meeting will adjourn at the close of the closed session.
- d. Debbie seconded the vote
- e. Roll Call Vote: Debbie, Jeff, Mindy, Anne E