

Community Library of the Ozarks  
Board of Trustees Meeting Minutes  
Library Center of the Ozarks  
February 20, 2024

Meeting called to order at 11:10 am

1. Roll Call of Trustees

a. Mindy Honey, Debbie Redford, Jeff Gerken,  
Anne E McGregor and Garrett Vanderpool were  
present for meeting

b. Visitors

i. Essy Day, via Zoom

ii. Jennifer Harmon, Library Manager

iii. KD Michaels (Minutes)

iv. Joyce Coogan

v. Kay Gerken

2. Previous Minutes

a. Minutes from 2-6 meeting, 2-6 closed session,  
study session on 2-9 and email motion on 2-10

b. Debbie moved to approve all minutes

c. Jeff seconded motion

d. Trustees voted to approve minutes

### 3. Visitor Comments

- a. Joyce Coogan, President of Friends of the Library
  - i. Top concern is Libraries and Books
  - ii. Library is drained of books
  - iii. Embarrassing that there are no new book
- b. Kay Gerken, Former President Taneyhills Library Board, speaking as Library Volunteer
  - i. Need for a cash register at circulation desk
    - 1. As a volunteer, will help coordinated what needs to be done to get a register in place

### 4. Treasurer's Report

- a. Presented by Garrett Vanderpool
- b. Jeff made motion to approve
- c. Mindy seconded motion
- d. Report approved

### 5. Director's Report

- a. Presented by Jennifer Harmon, Library Manager
- b. Debbie – Great report
- c. Anne E. McGregor asked if there was a way to track demographics on who is using Library

### 6. Old Business

- a. Cyber Security RFQ update

- i. Anne E – We have a list on who we will send requests out to
- b. Library Operational Policy
  - i. ALA Policy on confidentiality
    1. Debbie moved to approve
    2. Jeff Seconded
    3. Policy approved
  - ii. Procurement Policy
    1. Mindy moved to approve
    2. Jeff Seconded
    3. Policy approved by Trustees
  - iii. Service Animal Policy
    1. Mindy moved to approve
    2. Jeff Seconded
    3. Debbie commented this version of policy was much better than was they started with
    4. Policy approved by Trustees
  - iv. Collection Development Policy
    1. Discussion on how to define bias
    2. Ambiguity of wording
    3. Essy suggested scratching that line from policy

4. Changes made from “written complaint to Library Advisory Board” to “Board of Trustees

5. Will Put on Agenda for next meeting

v. Study Room Policy

1. Discussion on Clarification of Smoking, Vaping and Tobacco Use

2. Discussion on Food Policy in Room

3. Discussion of Behavioral Policy regarding food in Library

4. Will have policy ready for approval at next meeting

7. New Business

a. Operational Consultant Signed Agreement

i. Essy has signed agreement

ii. Will begin on March 1, 2024

iii. Excited to have her join us

8. Ad Hoc Committee Report

a. Directors Search

i. In a holding pattern right now

ii. Will have more on this at next meeting

9. Comments from Trustees

a. Jeff – regarding Programs policy, Can Jen scan and send to Jeff

- b. Anne E – We have agreed to take the Library Policies from Taneyhills and keep them until we get our new policies in place
  - c. Anne E -- we have a chance to work with schools to encourage students to utilize the Library
  - d. Maybe we can get in front of the public at Hollister's Grape Festival, etc for Library card signups
10. Adjournment
- a. Debbie moved to Adjourn
  - b. Jeff seconded
  - c. Meeting adjourned at 12:28 pm
11. Next meeting March 4, 11:00 am