

Library Center of the Ozarks

Board of Trustees Meeting Minutes

Library Center of the Ozarks, Tech Room

June 4, 2024, 11-12:20 pm

1. Roll Call of Trustees

- a. Jeff Gerken, Debbie Redford, Garrett Vanderpool, Mindy Honey, Anne E McGregor

2. Previous Meeting Minutes (approval needed) Mindy Honey

- a. Debbie made motion to approve
- b. Jeff
- c. Slate approved

3. Visitor Comments (Comments are limited to 3 minutes per person with a limit of 15 minutes.)

4. Treasurer's Report

Garrett Vanderpool

- a. No report at this time

5. Invited Guest

- a. None

6. Directors Report

- a. Essy Day, Interim Director Report
 - i. Essy is currently working with 10 different vendors on projects or needed services
 - ii. Brokate – window washing
 - iii. Audio Acoustics – AV Equipment
 - iv. Randy Irwin – paint lower level lobby, area around circulations desk, parking lot lines on parking lot property
 - v. HVAC inspection has been completed
 - vi. Finley Brother completed a roof inspection – does not need to be replaced now but likely in the next 10 years
 - vii. Light Speed Electric will be adding outlets in conference room downstairs, so a 75 inch TV can be installed
 - viii. Work is being done to add a TV behind the circulation desk to advertise program.
 - ix. Adding desk in Children's Department so Lia can be available to help children and families
 - x. Plumbers coming to install new toilets
 - xi. Getting Floor'd to replace carpet in tree room, conference room, entry way
 - xii. Essy reported she found an affordable website designer and will be meeting with them soon
 - xiii. Dazee onboarding process is going very well. Getting quotes for laptops or ipads for board members
 - xiv. The State Librarian coming down June 17 to do a walk through and meet with Essy

- xv. Essy has filled a full time position
- xvi. She is working with Garrett on Budget
- xvii. A library employee has been called to Jury Duty which raised question about the library's jury duty policy and procedures
- xviii. The Summer Reading program has started with more than 400 registered and 273 people attending the first program
- xix. The board asked Essy about posting First Friday library closures so the public would be aware.
- xx. Essy shared about her concern about obtaining three quote for audio visual projects and needs. The board suggested she reach out to Aaron McCullough with the Branson chamber for local vendor suggestions.
- xxi. The board praised Essy for the work she and her team are doing.

7. Old Business

a. LAGERS

Debbie Redford

- i. Debbie reported that LAGERS information is posted on the website and must be up for 45 days
- ii. Debbie, Michael and Essy will be meeting with representative of LAGERS
- iii. Anne E let the board know information about LAGERS has been shared online

8. New Business

a. Draft Budget Amended

Garrett Vanderpool

- i. Essy shared proposed changes in 2024 budget.
 1. The board discussed various items in the budget including marketing, trash service, vehicle maintenance, postponing the purchase of a vehicle, property maintenance, landscaping, equipment repair, advertising, security services and bad debt from lost or damaged library books and property. The board talked in-depth about the marketing position.
 2. Essy shared she felt the original budget did not have enough funds for new books for the library.
 3. Anne E asked Essy to add a column in the budget to show the proposed change in each category.

b. [Disposal of Library Property Policy.docx](#)

- i. Jeff made motion to approve policy
- ii. Mindy seconded motion
- iii. The board discussed concerns about the proposed policy and the \$3,000 value
- iv. Jeff amended his motion to lower individual item value from \$3,000 to \$1,500 to require board approval for disposal
- v. Mindy seconded amendment
- vi. Motion passed unanimously

c. [FLSA Update](#)

- i. Anne E made the board aware of changes that will likely becoming

9. Committee Report

10. Public Comments

- a. Raeanne Presley brought up a model that allows the public to review all public documents online. She also inquired about plans for extended hours.

11. Comments from Trustees

- a. **Deadlines for 2025 budget – 1st Monday in September**
- b. **Meeting with Commissioners, June 24, 9am**
- c. **Consideration for adjusted July Meetings.**

12. Next Meeting June 18, 11-12:30

13. Meeting Adjourned

- a. Mindy made a motion to adjourn the meeting
- b. Debbie seconded the motion
- c. The slate approved