



BOARD OF TRUSTEES
Meeting Minutes
September 17, 2024 | 9:00 – 10:30
LCO Tech Room

1. Roll Call

- a. Anne E. called the meeting to order at 9:04am.
 - i. Present: Anne E. McGregor, Mindy Honey, Jeff Gerken, Cody Fenton.
 - ii. Absent: Debbie Redford.
 - iii. The board and other attendees said the pledge of allegiance, an invocation, and a roll call.

2. Approval of Minutes

- a. Jeff moved to approve the minutes from the August 20th, 2024, board meeting.
 - i. Cody seconded.
 - ii. Slate approved.

3. Visitor's Comments

- a. There were no comments.

4. Treasurer's Report

- a. Cody presented the Treasurer's Report.
- b. Mindy moved to accept the report as presented.
 - i. Jeff seconded.
 - ii. Slate approved.

5. Invited Guests

- a. There were no invited guests.

6. Director's Report

- a. Essy presented the Director's Report as well as LCO's August circulation statistics.

Old Business

7. Site Selection Committee

- a. Jeff moved to approve a revision to LCO's Site Selection Committee Policy that specifies the Library Director's role as an advisor to the Committee.
 - i. Mindy seconded.
 - ii. Slate approved.

New Business

8. Policies

- a. Mindy moved to approve revisions to LCO's Paid Holidays Policy that clarify the policy's implementation for staff.
 - i. Cody seconded.
 - ii. Slate approved.
- b. Mindy moved to approve revisions to LCO's Procurement Policy that reflect the rising cost of business, update the policy's language to reflect current titles of employees, and remove unnecessary hyperlinks and deadlines.
 - i. Jeff seconded.
 - ii. Jeff also highlighted some parts of the policy that required similar revisions.
 - iii. Slate approved.
- c. Mindy moved to accept LCO's Performance Evaluation Policy, which details the implementation of performance evaluation meetings for library staff.
 - i. Cody seconded.
 - ii. The Board discussed potential methods of implementing wage increases and cost of living adjustments in the future.
 - iii. Slate approved.

9. Vision Tracker

- a. The Board revisited their Vision Tracker in order to evaluate the execution of goals set previously in the year as well as to draft and specify future goals.

10. Committee Report

- a. Jeff Gerken and Mindy Honey of the Site Selection Committee discussed the application process for the committee and the necessity of forming a committee that fairly represents both the Branson and Hollister communities.

11. Public Comments

- a. There were no public comments.

12. Trustee Comments

- a. Anne E. directed the Board's attention to new and useful documents at the top of the meeting agenda, including a timeline of responsibilities and a tax revenue spreadsheet.

13. Next Meeting

- a. The next meeting will be held October 15th, 2024, at 9:00am.

14. Meeting Adjourned

- a. Mindy moved to adjourn the meeting.
 - i. Cody seconded.

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- ii. Slate approved.
 - iii. The meeting adjourned at 10:29am.