

The Sedalia Public Library Board met in regular session in the Board Room on June 10, 2024. Billie Dunn, President, called the meeting to order at 5:00 p.m.

Present: Billie Dunn, Dana Foster, Jackie Marshall, Byron Matson, Linda Sundy, Elisabeth Tessone, Reva Woodward, Jamie Sparks, Director, and Stephanie Sneed, Recording Secretary

Absent: Lakin Janke, Emily Schmidt

Billie called for motions to approve the following reports:

May Minutes: Motion: Byron Matson moved the May Minutes be approved as presented; seconded by Reva Woodward. All approved.

April Financial Summary: Motion: Jackie Marshall moved the April Financial Summary be approved as presented; seconded by Elisabeth Tessone. All approved.

May Statistical Report: Motion: Linda Sundy moved the statistical report be approved as presented; seconded by Dana Foster. All approved.

Jackie Marshall, Vice President, led the remainder of the meeting.

Remarks by Vice-President: Jackie complimented Jamie on her recent article in the *Sedalia Democrat*, expressing appreciation for her monthly columns in the newspaper representing the library.

Director's Report: Building & Technology: On May 17th, Home Heating completed the installation of the gas line to rooftop unit and tested it to be sure it is working properly. Rotary Club donated and planted a tree on May 20th in memory of former Library Director, Don Morton. Nightwatch Security will be submitting a quote on installing a camera in the Community Meeting Room.

The library will be closed July 4th for Independence Day.

Staff & Volunteers: Kaylee Daniel has started training as the new Outreach & Adult Services Librarian. She is training with Sarah full time through June 15th, and then will transition to being on her own.

The Weekend Library Clerk Positions have been filled. Skylar Brines will be working the Saturday position beginning June 13th and Molly Greene will be working the Sunday position beginning June 6th.

The library will have four student volunteers helping on Tuesdays and Thursdays throughout June and July during summer reading.

Continuing Education & Meetings: Contributing efforts towards Library Goals: Jamie provided a listing of SPL Strategic Plan goals accomplished thus far for FY24-25 which includes: Two Stem Kits prepped and released for patron checkout; inventory of check-out materials completed; patron survey for feedback of the Summer Reading Program; community engagements in the local Farmer's Market; new seating in the Mezzanine area; new patron welcome letter; and new signage installed beginning with the Queen City Room and the Community Meeting Room.

Collections and Materials: The May Statistical Report notes an increase of 617 materials circulated compared to May of 2023 while there is a slight decrease of 84 materials compared to April of this year.

Programming and Outreach: Program attendance for Children and Adult Services for the month of May had a combined attendance count of 194. Upcoming programs for June as part of the Summer Reading Program were announced.

News and Marketing: Randy Kirby from **KSIS** took photos and wrote an article about the Summer Reading Program kick-off held on Monday, June 3rd. Sarah and Kaylee will be attending the First Thursday event downtown on June 6th. Ad was placed in the *Sedalia Democrat* promoting our Summer Reading Program. Jamie will be speaking at the Sedalia Business Women's Monthly meeting on June 6th.

Other: Excel Adult High School Update: Two students have accepted the scholarships donated by the Rotary Club. On May 28th, Sarah presented the program to the Sedalia Literacy Council and received a donation for two additional scholarships. A student has accepted one of those scholarships.

Committee Reports: none

Unfinished Business: none

New Business: Slate of Officers for Board Fiscal Year, July 2024- June 2025. All current officers of the Board consented to serving another year. Billie Dunn, President; Jackie Marshall, Vice President; Linda Sundy, Secretary – Treasurer.

Motion: Byron Matson moved the current slate of officers remain for Board Fiscal Year, July 2024 – June, 2025; seconded by Dana Cooper. All approved.

Sedalia Public Library's Annual Report FY 2023-2024: Jamie presented the 129th Annual Report for fiscal year ending March 31, 2024. Billie called for a motion to approve the annual report.

Motion: Byron Matson moved that the Board accept the 129nd Annual Report FY2023-24 as presented; seconded by Reva Woodward. All approved.

Other Business: Billie Dunn shared the Sedalia Public Library Foundation will be looking for individuals who are interested in serving as a member.

Public Comments: none

With no further business to discuss, Jackie called for a motion to adjourn.

Motion: Linda Sundy moved the meeting be adjourned at 5:31 p.m.; seconded by Elisabeth Tessone. All approved.

Respectfully submitted,
Stephanie Sneed, Recording Secretary