

The Sedalia Public Library Board met in regular session in the Board Room on March 11, 2024. Billie Dunn, President, called the meeting to order at 5:02 p.m.

Present: Billie Dunn, Lakin Janke, Jackie Marshall, Byron Matson, Emily Schmidt, Linda Sundy, Elisabeth Tessone, Reva Woodward, Jamie Sparks, Director, and Stephanie Sneed, Recording Secretary

Absent: Dana Foster

Billie called for motions to approve the following reports:

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

January Financial Summary: Motion: Jackie Marshall moved the January Financial Summary be approved as presented; seconded by Lakin Janke. All approved.

February Statistical Report: Motion: Elisabeth Tessone moved the statistical report be approved as presented; seconded by Byron Matson. All approved.

President's Remarks: Billie shared how much she is enjoying the warmer weather. She also informed the Board that she will not be present for the April meeting.

Director's Report: Building & Technology: The first week of March, a toilet in a second floor restroom began having continuous problems requiring frequent calls to a plumber. With consideration to the age of the toilets on the second floor, Jamie requested a quote for replacements. Both restrooms will have new toilets by the end of the month. The elevator of the library also needed minor repair and is operating once again.

The library will be closed on Good Friday, March 29th and Easter Sunday, March 31st.

Collections and Materials: Jamie noted the February, 2024 Statistical Report illustrated an overall increase of 258 additional materials circulated over the February, 2023 Statistical Report. Inventory of library materials is completed with the exception of the Children's Department.

Staff & Volunteers: Annual staff evaluations will take place throughout the week of March 11th.

Programming and Outreach: Jamie presented the program attendance statistics throughout the month of February with the Winter Reading Program Event having 135 Trackers handed out, 42 returned, 3 grand prizes and 3 weekly prizes awarded to participants. Six pairs of mittens were donated to Open Door. Children's programs and Outreach Services continue to have very good attendance.

Upcoming March Programs: ‘*March Madness Adventure Book Battle*’ on the library’s Facebook page; ‘*Create and Connect*’ to begin on March 25th and continue on the 4th Monday of each month at 5:30 p.m.; Children’s Department, ‘*Create Your Own Fakemon Creature*’ event will take place on March 16th.

News and Marketing: The annual Spring Book Sale will be throughout the month of March.

Jamie and Sarah were guest speakers at a Rotary Club meeting on March 4th. They shared updates on the library’s outreach services and promoted the Excel Adult High School Program.

Other: National Public Library week is April 7th – 13th. Special events will be held throughout the week with appreciation to library staff and our library.

Jamie gave updates on House Bill #2498 and a newly added House Bill #2648. Both bills are advocating for future elections of library board members.

[HB2648 | Missouri 2024 | Establishes requirements for library boards to be elected | TrackBill](#)

Committee Reports: Policy Review Committee: Lakin Janke reported the Policy Review Committee met on Monday, March 4th. Present were Lakin Janke, Jackie Marshall, Reva Woodward, Billie Dunn, and Jamie Sparks. A copy of the Sedalia Public Library’s By-Laws for the Board of Trustees with amended changes was distributed to board members. Lakin presented a summary of the proposed changes.

Unfinished Business: Updates on Heating System: Jamie presented a quote submitted by Home Heating & Air Conditioning of Missouri, LLC. This project would complete the remaining areas of the building which are currently heated by a boiler system during the extremely cold weeks throughout the winter. This would alleviate the high maintenance costs of the boiler system and provide a more efficient and controlled heating environment for the library.

Motion: Byron Matson moved the Board accept the quote from Home Heating & Air Conditioning; seconded by Jackie Marshall. All approved.

New Business: Board By-Laws: After review of amended By-Laws as presented by the Policy Review Committee, Billie called for a motion.

Motion: Reva Woodward moved that the Board approve the amended By-Laws as written; seconded by Emily Schmidt. All approved.

Board Terms Ending in 2024: Byron Matson, Emily Schmidt, and Reva Woodward’s three year term will end in June, 2024, but each are eligible for another three year term. All expressed interest in serving another term.

Personnel Committee: Committee will meet on Monday, April 1st at 5:30 p.m.

Other Business: none

Public Comments: none

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

Motion: Jackie Marshall moved the meeting be adjourned at 5:42 p.m.; seconded by Lakin Janke. All approved.

Respectfully submitted,
Stephanie Sneed, Recording Secretary