Stone County Library

Regular Board Meeting

April 20, 2023

Beginning Time: 12:53 PM

Ending Time: 1:28 PM

The Board of Trustees of the Stone County Library met in regular session on Thursday, April 20, 2023. The meeting was called to order by Board president George Scott. Present were George Scott, John Powers, Sandy Haynes, and one member of the public.

Introductions of new board of alderman, Sandy Haynes was made, as an acknowledgement of a member of the Friends of The Library. The minutes from the previous meeting were reviewed. Mr. Powers made a motion to approve the minutes from the previous meeting. Mr. Seaton seconded the motion. All in favor. **Motion carried**.

**Treasurer’s Report:**

Ms. Payne announced that ending cash for the month of March is $500, 573.87. She is expecting State A&E in the next few weeks. No unusual expenses to report. Mr. Seaton made a motion to approve the treasurer’s report. Ms. Haynes seconded the motion. All in favor. **Motion carried**.

**Addressing the Public:**

The board addressed the public. Friends of The Library (FOTL) member LeeAnn Dillard. Before that happened Ms. Payne announced that she would like to make a policy change where the agenda is flexible in adding new topics. Mr. Powers made a motion to allow changes to the agenda by omitting the current policy of structure of the agenda. Ms. Haynes seconded. All in favor. **Motion carried**.

Ms. Dillard stated that the FOTL is currently working on filing state tax forms and will establish by-laws. They also plan to be present at each branch in the next few months to generate interest and enrollment of members. As of now, the membership is six people. Mr. Scott asked if the library is able to help with filing fees and giveaways at enrollment drives. Ms. Payne replied that the library would help.

**Librarian’s Report:**

Ms. Payne reported that across the branches that circulation of materials has increased. She also reported that at Galena a medical emergency with one of the staff occurred and it took 45 minutes before an ambulance arrived. She praised the staff of Galena and patron for handling the situation in a calm and professional manner. She had been waiting on a response with the American Red Cross about purchasing AEDs with no response, that she decided to purchase through a different company. Mr. Scott suggested that a blood pressure cuff and a pulse oximeter be added to the purchases. Ms. Payne said she would add those things, plus a contractor's first aid kit.

Ms. Payne reported that a birthday luncheon for community leaders will be held April 27th, a professional development day May 8th, Summer Reading kick-offs in celebration of 75 years with each branch doing something special.

Since the library is now employee substitute coverage, Ms. Payne would like to add language to the employee policy manual that subs and temps are not eligible for PTO or other benefits. Mr. Scott said to have it in writing and bring it to the next meeting for a motion.

Finally, Ms. Payne reported that she has changed her name and the correspondence will now be Ms. Hensley and the director's email is now director@scl.lib.mo.us.

**Galena**

Nothing to report.

**Blue Eye**

Patron visits are up, and a substitute employee has been added.

**Reeds Spring Holds Locker**

Nothing to report.

**Outreach**

Mr. Scott asked how Ms. Payne was doing with Rotary. She reported that many connections are forming and that she was able to speak when a guest speaker failed to show.

**Future Goals**

Looking into finding a permanent location to better serve the southern county.

**No motion needed** on Librarian’s Report.

**Other Business**

RMMC is the only auditor bid received. The board made suggestions of other auditors. Ms. Payne reported that it has to be done by the end of May or first of June so she can submit to the state. Mr. Seaton made a motion that an auditor can be at the director's discretion. Ms. Powers seconded. All in favor. **Motion carried**.

Ms. Payne brought before the board the idea of medical reimbursement for full-time employees following the plan that Carthage has in place. It is called a QSEHRA. It would establish a base amount that full-time employes could use as reimbursement for medical expenses and isn’t taxable. The board suggested for her to gather more information and present it at the June meeting. **No motion needed.**

Ms. Payne reported the latest on the administration mandate for public libraries. As of now we have policy and procedures already in place and being diligent in placing ages on programs and flyers. The MPLD is working on wording for collection development to safeguard libraries. Mr. Scott suggested that wording be along the lines of “unless a request is made, our library follows the recommended age determined by the publisher”. Ms. Payne said that the mandate would affect state A&E, which is a nice amount, but will not break us and she would just have shift funds around. **No motion needed.**

Ms. Payne approached the board with a request from her staff. An informal poll was taken, and it was unanimous that the staff is in favor of having the Monday following Easter off. Ms. Haynes made a motion to make the Monday following Easter a paid-time-off holiday for Stone County Library. Mr. Powers seconded. All in favor. **Motion carried**.

Next regular meeting: May 18th, 2023, at 1:00 pm.

Mr. Powers made a motion to adjourn the meeting. Mr. Seaton seconded the motion. All in favor. **Motion carried**.

Respectfully,

Rebecca Hensley (formally Payne), Director