HENRY COUNTY LIBRARY

BOARD OF TRUSTEES

August 20, 2024

The regular meeting of the Henry County Library Board of Trustees was held Tuesday, August 20, 2024, at 4:00 pm in the boardroom of the Library.

Members present were, Tim Komer, Patty Dump, Shelly Acosta, Luke Edwards, and Kathy Cooper. Also present were, Director, Debbie Jones and Administrative Assistant, Stephanie Nichols.

**CALL TO ORDER:** President, Tim Komer called the meeting to order.

**PUBLIC COMMENTS:** None.

**BOARD COMMENTS:** None.

**EXECUTIVE SESSION:** None.

**AGENDA:** On a motion by Luke Edwards, seconded by Kathy Cooper, it was voted to accept the Agenda as presented by Director, Debbie Jones. Voting yes were, Luke Edwards, Kathy Cooper, Patty Dump, and Shelly Acosta.

**MINUTES:** On a motion by Patty Dump, seconded by Luke Edwards, it was voted to accept the Minutes of the July 30, 2024, meeting as read. Voting yes were, Patty Dump, Luke Edwards, Shelly Acosta, and Kathy Cooper.

**TREASURER’S REPORT:**

**APPROVAL OF DISBURSEMENTS:** On a motion by Shelly Acosta, seconded by Patty Dump, it was voted to approve the disbursements as presented by Director, Debbie Jones. Voting yes were, Shelly Acosta, Patty Dump, Luke Edwards, and Kathy Cooper.

**CORRESPONDENCE:**

**A. Statistical Reports:** The July 2024 statistical reports were presented for the board’s review.

**DIRECTOR’S REPORT:** Library Director, Debbie Jones reported the following:

**Tax Funds Received:** $3,642.30 in tax funds was received in August.

**Storytime with Miss Missouri:** Miss Missouri, Ashley Berry was the host of Storytime on Tuesday, August 20th. Since school in Clinton starts Wednesday, August 21st Ashley asked to read the book “The Night Before Kindergarten” by Natasha Wing. The kids were encouraged to wear their pajamas and learn all about the thoughts and emotions they and their parents might experience as they prepare to attend the first day of kindergarten.

**Library Website Refresh:** Circulation Manager, Shelby Mehan will demonstrate the refreshed version of the library’s website. It’s much simpler to use and find the item(s) you are looking for, and overall more visually appealing.

**Problem Patron:** Library Staff have made several incident reports about the same patron causing problems for other patrons and staff.

**Lenora Blackmore Branch Staff Member:** A circulation clerk at the Lenora Blackmore Branch has given her notice. She will be relocating to Tennessee.

**New Library Staff Members:** Two new library clerks have been hired and a new youth services librarian is in training to replace the current youth services librarian.

**OLD BUSINESS:**

1. **Skylight Replacement:** Director, Debbie Jones reported that the materials for the skylight replacement in Clinton are being manufactured and construction will commence upon receipt of the materials by the contractor.
2. **Policy Amendments:** Director, Debbie Jones reported that the minimum IRS per diem allowance for meals is $59.00 and requested that the library’s per diem meal allowance of $45 be increased to match the federal minimum. On a motion by Luke Edwards, seconded by Shelly Acosta, it was voted to increase the Training Personnel Policy per diem meal allowance to $60 per day (not to exceed $20.00 per meal). Voting yes were, Luke Edwards, Shelly Acosta, Patty Dump, and Kathy Cooper.

**NEW BUSINESS:**

1. **Set Tax Levy:** As required by Section 67.110 RsMO, the 2024 tax rate of 0.1674 was formally adopted. On a motion by Luke Edwards, seconded by Shelly Acosta, it was voted to accept the 2024 tax rate. Voting yes were Luke Edwards, Shelly Acosta, Patty Dump, and Kathy Cooper.
2. **New Board member Photo for Website:** A new board member photo was taken to update the library’s website.

**ADJOURNMENT:** On a motion by Luke Edwards, seconded by Shelly Acosta, it was voted to adjourn. Voting yes were, Luke Edwards, Shelly Acosta, Patty Dump, and Kathy Cooper.

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Tim Komer Shelly Acosta

President Secretary