

Sedalia Public Library
Minutes
October 14, 2024

The Sedalia Public Library Board met in regular session on October 14, 2024 in the Board Room. Billie Dunn, President, called the meeting to order at 5:00 p.m.

Present: Tessa Childers, Billie Dunn, Dana Foster, Lakin Janke, Jackie Marshall, Byron Matson, Emily Schmidt, Linda Sundy, Elisabeth Tessone, Jamie Sparks, Director.

President's Remarks: Billie introduced and welcomed new board member Tessa Childers who fills the chair of resigned member Reva Woodward.

Billie called for motions to approve the following reports:

September Minutes: Motion: Byron Matson moved the September Minutes be approved as presented; seconded by Jackie Marshall. All approved.

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

September Statistical Report: Motion: Dana Foster moved the September Statistical Report be approved as presented; seconded by Elisabeth Tessone. All approved.

Director's Report: Building & Technology: Elevator Floor: Mid-September, the carpeted elevator flooring was replaced with a non-slip, rubber mat that will be easier to clean. **Building West Side A/C:** On 9/30/2024, Premier Climate Control added refrigerant to bring the low pressure back to normal. No leaks reported.

Staff & Volunteers: Beginning 9-30-2024, Kristen Whisnant started full time as the Children's Librarian. An opening now exists for Saturday Library Clerk. Sunday and Monday night Library Clerk Deana Pomajzl resigned on 9-30-2024. She will continue through November. She will stay on as a substitute. Both position openings have been posted.

Continuing Education, Meetings, & Library Goals: Meetings: Jamie- Homeless Training Institute: Unattended Children, Kaylee- MO Library Association Conference in Kansas City.

Efforts Towards Library Goals: Book Club Survey, trial partnership with Donna Wright to improve attendance at Create & Connect nights.

Collection & Materials: Circulation in September 2023 – 4430. September 2024 – 4656. August 2024 – 5342. Libby checkouts dropped, likely due to the security update & patrons having trouble logging in with new passwords. Hoopla usage increased. In September, there were 126 new or renewed library cards of which 12 were teacher cards.

News & Marketing: On 9-19-2024, AP English Smith-Cotton students visited to begin the annual Sedalia research project. They were given a tutorial on how to use the microfilm machine. On 10-3-2024, Queen

City CAPS, Digital Media & Technology Smith-Cotton student, Ryland Olseon, visited to learn how the library operates.

Other: Upcoming Events: Pumpkin Decorating Palooza, 10-19-2024, 10a.m.-12 noon, Downtown Trick & Treat, 10-3-2024, 3-5 p.m., Adult Craft, 10-21-2024, 5:30-6:30 p.m., Meet the Author – Colter Jackson, 11-9-2024, 10 a.m.

Committee Reports: None.

Old Business: None.

New Business: Welcome to the board extended to Tessa Childers.

Policy Addition: Library Photography and Recording Policy: Policy states when photographs, videographs, film recording may occur which includes, but not limited to, the library's social media use, patrons use of activities, and not for personal media copies.

Motion: Byron Matson moved the Board of Trustees adopt the proposed policy as presented; Lakin Janke seconded. All approved.

Policy Update: General Provisions & Responsibility for Administrators (last update May 2023)

Motion: Jackie Marshall moved the Board of Trustees adopt the proposed policy with the correction of he to he/she; seconded by Emily Schmidt. All approved.

Board of Trustees Christmas Party: The party is scheduled for December 9 at 5 p.m. Tentatively at Volk's, family included to be discussed at next meeting. Final decisions tabled for November meeting.

Motion: Byron Matson moved the meeting be adjourned; seconded by Lakin Janke. All approved.

The next meeting will be Tuesday, November 12, 2024 since the library will be closed on November 11, the day of the regular meeting, in observance of Veteran's Day.

Respectfully submitted,

Linda Sundy
Secretary