

The Sedalia Public Library Board met in regular session on Monday, August 11, 2025 in the Board Room. Billie Dunn, President, called the meeting to order at 5:00 p.m.

**Present:** Tessa Childers, Billie Dunn, Dana Foster, Virginia Kehoe, Jackie Marshall, Byron Matson, Emily Schmidt, Katie Stanley-Dietzman, Jamie Sparks, Director, and Stephanie Sneed, Recording Secretary

**Absent:** Lakin Janke

Billie called for motions to approve the following reports:

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

**June Financial Summary: Motion:** Tessa Childers moved the June Financial Summary be approved as presented; seconded by Dana Foster. All approved.

**July Statistical Report: Motion:** Katie Stanley-Dietzman moved the July Statistical Report be approved as presented; seconded by Emily Schmidt. All approved.

**Remarks from the President:** Billie welcomed members and hoped everyone was enjoying their summer.

**Director's Report: Building & Technology:** A/C Units: East-current sensor relay and west-blower relay: parts expected in mid-August. On July 24 and August 11, the west unit was not working again. Premier suggested it may be something to do with the sensor board and possible power surges. Costs to date for repairs on the west unit since its installation in December, 2021 have exceeded \$6400. **Building Inspection:** Results of the building inspection from August 2024 were mailed to the library and the results were positive. The only areas that did not meet standards were the sidewalk in front of the building and the alley behind the building. Jamie consulted with Bryan Kopp, Community Development Director with the City of Sedalia regarding these issues. Mr. Kopp stated there are no steps for the library to take and details have been forwarded to the City's Street Superintendent. **Technology:** A third wireless router was installed in the basement of the non-fiction area on 8/7/2025. Two new early learning computers have been installed in the Children's Department replacing the computers that have been in the department since 2010. This purchase was funded with monetary gifts from ReMax and the family of Don Morton.

**Staff & Volunteers:** One of our Saturday library clerks has submitted her resignation as of September 13<sup>th</sup>, but offered to substitute when needed. The job opening for the position was posted on August 1<sup>st</sup> and will close on August 15<sup>th</sup>.

**Continuing Education, Meetings, & Library Goals: Personal Development Webinar:** Kaylee Daniel – 'What is Digital Marketing?' and 'A Closer Look at Digital Marketing Channels'. Full time staff is meeting met weekly in July to discuss improvements to the

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collection and 'cleaning up' before the transition to MO Evergreen. Starting in August, staff will meet twice a month to stay updated as we take steps to migrate to MO Evergreen.

**Missouri Evergreen:** July 24: Our application was accepted by the MO Evergreen Board. The 'Memorandum of Understanding' was presented to the Library Board of Trustees via email on July 28, 2025 for a vote. The memorandum was voted on and approved the Board via email. The MOU was submitted on July 29, 2025. Jamie is currently preparing a IMLS grant that supports the transition to MO Evergreen. After the grant process, the library will begin re-barcoding the entire collection to a 14-digit barcode and doing the same with library patron cards. Library staff is preparing for the migration by continuing to weed the collection and updating the patron database so that everything is as current as possible. The contract with Horizon ends on April 30, 2026 and does not offer extensions less than one year. The migration to MO Evergreen must be completed by the end of April, 2026.

**Collection and Materials:** Jamie and the library staff have been working on simplifying the collection codes throughout the library; evaluating how materials are arranged, and ways to improve the patron experience. Collection codes will be simplified as our library has several more than other libraries. Library staff is currently relabeling spines in Large Print, balcony, and a selected group in the Children's Department. Genre stickers will remain on the spine labels to make it easier for patrons to locate. Future goal is to move all fiction together to utilize space more efficiently and support our efforts to simplify the collection codes.

**Statistical Report Notes for July, 2025:** The Statistical Report will become a little more condensed as it reflects some of the changes made to simplify the collection codes. Comparisons to last year of July, 2024 was 6740 to July, 2025 was 6886; an increase of 146 circulated materials. Month to month comparisons with June, 2025 of 6834 to July, 2025 was 6886; an increase of 52 circulated materials.

**Programming and Outreach:** **Adult Programs:** Monthly Book Clubs had a total of 9 participants; Adult Outreach is currently serving 43 homebound readers. Create and Connect had 9 crafters attending. Adult Services served 61 patrons during the month of July. **Excel Adult High School Program:** There are currently two students actively enrolled, one student on wait list. **Children's Programs:** July Programs included Lego Club, Storytimes, Bookworms, Printmaking, Clay Creations, Mosaic Art, Sew Your Own Plush Stuffie, and the Laughing Matters Show. The Children's Department served a total of 318 Children and 174 Parents/Caregivers during the month of July.

**News & Marketing:** A tree marker was placed on the memorial tree for Mr. Don Morton on the library lawn.

**Committee Reports:** none

**Unfinished Business:** none

**New Business: 2024-25 Tax Levy:** A Public Hearing is set to be held in the Council Chambers in the Municipal Building on August 18, 2025 to adopt the tax levy for taxing entities of the City

of Sedalia. The 2025 Assessed Valuation for the Library District is set for \$250,979,771. The Sedalia Public Library's tax levy for the upcoming year will be \$0.2423 (regular tax levy) and \$.0694(temporary tax levy) for a total \$0.3117 of per \$100 assessed valuation. Estimated amount of property tax revenue for 2025 would be \$782,304.

**Motion:** Byron Matson moved that the Board accept the proposed 2025 tax levy for Sedalia Public Library as presented; seconded by Jackie Marshall. All approved.

**Other Business:** none

**Public Comments:** none

With no further business to discuss, Billie called for motion to adjourn. **Motion:** Byron Matson moved the meeting adjourn at 5:32 p.m.; seconded by Tessa Childers. All approved. The next regular meeting will be Monday, September 8, 2025.

Respectfully submitted,  
Stephanie Sneed, Recording Secretary