

Minutes

January 12, 2026

The Sedalia Public Library Board met in regular session on Monday, January 12, 2026 in the Board Room. Billie Dunn, President, called the meeting to order at 5:01 p.m.

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

Absent: none

Billie called for motions to approve the following reports:

October Minutes: Motion: Byron Matson moved the October Minutes be approved as presented; seconded by Lakin Janke. All approved. (Board did not meet in November and December.)

September, October, November Financial Summaries: Motion: Tessa Childers moved the Financial Summaries be approved as presented; seconded by Lakin Janke. All approved.

October, November, December Statistical Reports: Motion: Dana Foster moved the Statistical Reports be approved as presented; seconded by Katie Stanley-Dietzman. All approved.

Remarks from the President: Billie extended well wishes to the Board on the upcoming new year.

Director's Report-Dec/Jan 2026: Building & Technology: Fire alarm inspection with Nightwatch Security was completed on November 21st. * All systems were working as intended. Installation of the new computers for Windows 11 started on November 25th and as of Jan. 8th, the library was still encountering and dealing with issues. * The new circulation desk in the Children's Department was installed and completed on Dec. 17th. A plaque has been ordered to honor Elizabeth Lewis's generosity to the library. * The annual elevator inspection was scheduled by Atis Elevator Inspections for Jan. 9th. The inspection was postponed by Atis and will need to be rescheduled. * The library was closed on January 1st for New Year's Day and will be closed on January 19th in observance of Martin Luther King, Jr. Day.

Staff & Volunteers: Outreach & Adult Services Librarian submitted her resignation and last day will be on January 17, 2026.

Collection and Materials: The library's current focus is on re-barcoding the entire collection. We have weekly goals and are working very hard to meet them in order to be ready for the migration to MO Evergreen. The kickoff meeting for starting MO Evergreen was on Dec. 12th and weekly meetings began the week of Jan. 5th. The 'go live' date with MO Evergreen is scheduled for early April 2026. On site training will be the week of Feb. 17th. The library will be closed on Feb. 17th and the morning of Feb. 18th to allow staff to attend trainings.

Statistical Report Notes for December, 2025: Comparisons to last year of December, 2024, 5134 materials were circulated compared to December, 2025, 4184; a decrease of 950 circulated materials. Month to month comparisons with November, 2025, 4678 circulated materials and December 2025 was 4184, a decrease of 494.

Programming and Outreach: Monthly program attendance spreadsheets for October, November, and December were presented to the Board. **Adult Programs:** Adult Service Programs will be limited/paused for the time being. The Book Club and Create & Connect Programs will be paused, however, delivery to Outreach Patrons will continue.

News & Marketing: The 1st interim report for the Automation Grant was turned in on December 15, 2025. The library has not received a payment to date.

Other: 125th Anniversary Project: Jamie has secured 2 signs from Impact that will be placed in the front lawn. The library is doing monthly 'decade' type themes throughout the library. January is the 'Gilded Age' and in February, the theme will be the 1920's – 'Jazz Age/Art deco'.

Committee Reports: none

Unfinished Business: none

New Business:

Board Vacancy: Jackie Marshall submitted her resignation. Emily Schmidt will fill the officer position as Vice President. Three applications were submitted to the mayor for appointment to complete Jackie's current term.

Section 6.2.1 of the Personnel Manual: Jamie presented an amended chart on page 13, Section 6.2.1 of the Personnel Manual for approval by the Board. **Motion:** Byron Matson moved the Board approve the proposed change to the Personnel Manual; seconded by Tessa Childers. All approved.

Other Business: none

Public Comments: none

With no further business to discuss, Billie called for motion to adjourn. **Motion:** Lakin Janke moved the meeting adjourn at 5:36 p.m.; seconded by Byron Matson. All approved. The next regular meeting will be Monday, February 9, 2026.

Respectfully submitted,
Stephanie Sneed, Recording Secretary

