

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE MEETING of February 12, 2019

The Hannibal Free Public Library Board of Trustees held its regular monthly meeting at 5:00 p.m., on Tuesday, February 12, 2019, in the 3rd Floor Meeting Rooms at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401. Present: Kim Ahrens, Frank DiTillo, JøNelle Lee (6:08 p.m.), Sara A. North, and Casey Welch. Absent: Annie Dixon, Tom Prater and Lauren Youse. Also present: Hallie Yundt Silver.

Library Board President Kim Ahrens chaired the meeting. She called it to order at 5:00 p.m.

Distributed were Executive Session Minutes of January 8, 2019.

Moved by Sara North and supported by Roy Hark to approve the Minutes of the Meeting and the Executive Session of January 8, 2019. Motion carried.

Final Claims for February were distributed in the amount of \$67,480.31. MasterCard claims in the amount of \$2,179.02 were included in the financial packet. Moved by Roy Hark and supported by Frank DiTillo to approve total Claims for February in the amount of \$69,659.33. Motion carried.

Hallie Yundt Silver noted that the budgeted amount of \$3,586 for Unused Sick Leave was deducted from the account. It will be shown on the February Financial Report.

Moved by Casey Welch and supported Frank DiTillo to approve the Investment Report for January 2019. Motion carried.

Moved by Frank DiTillo and supported Casey Welch to authorize the Investment Committee to invest at or through a local bank \$200,000 in cash flow to mature in Fall 2020 and \$125,000 to mature in Fall 2021. Motion carried.

The City Financial Report was included in the packet.

JøNelle Lee entered the meeting at 6:08 p.m.

The Transfer Recommendation was distributed. Moved by Frank DiTillo and supported by Sara North to approve the Transfer Recommendation showing \$500,000 transferred from the operating account at F&M to the money market at HomeBank. Motion carried.

No Correspondence was reported.

Scheduling was discussed for various committee meetings. It was noted that the Building & Grounds and the Strategic Planning Committees had recommendations to discuss on the agenda later in the meeting.

The Director's written report was included in the packet. Hallie Yundt Silver requested that members of the Library Board join her in congratulating Melody Christal on her promotion to Associate 1, and in welcoming Steven Stuenkel and Aya Amirdash to the staff. Library Board members present at the meeting confirmed that they were not related to the new hires within the third degree by blood or by marriage. Hallie Yundt Silver thanked the Library Board for approving the emergency replacement of Heat Pump 4 via email. Hallie Yundt Silver then added that the Summer Reading Program would start a week later than planned, and an amendment to the Calendar of Operations would be requested next month. Hallie Yundt Silver also announced her upcoming vacation plans.

Moved by JøNelle Lee and supported by Roy Hark to adopt the six Services, listed below, as the focus of the Strategic Plan. Motion carried.

- **Be Informed (Combine SR 1, 10 & 12)** ó Residents and community groups will have access to the information and skill development opportunities that they need to make decisions that affect their lives, that they need to fulfill their civic responsibilities and to participate in community decision-making, and that they can use to help others in their literacy and skill development.
- **Cultural Awareness: Yesterday, Today and Tomorrow (Combine SR 3 & 6)** ó Residents will have programs and services that promote appreciation and understanding of their personal heritage, the heritage of others in the community, and the history and traditions of the entire community.
- **Create Young Readers: Early Literacy (SR 5)** ó Children from birth to age five will have programs and services designed to ensure that they will enter school ready to learn to read, write, and listen.ö
- **Express Creativity: Create and Share Content (SR 7)** ó Residents will have the services and support they need to express themselves by creating original print, video, audio, or visual content in a real-world or online environment.ö
- **Satisfy Curiosity & Stimulate Imagination: Reading, Viewing, and Listening for Pleasure and Lifelong Learning (Combine SR 13 & 14)** ó Residents will have the materials and programs they need that excite their imaginations, provide pleasurable reading, viewing, and listening experiences, and allow them to explore topics of personal interest and continue to learn throughout their lives.ö
- **Visit a Comfortable Place: Physical and Virtual Spaces (SR 17)** ó Residents will have safe and welcoming physical places to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.ö

Moved by Frank DiTillo and supported by JøNelle Lee to accept the Audit for FY2017-2018. Motion carried.

Moved by Frank DiTillo and supported by Casey Welch to table consideration of the By-Laws. Motion carried.

Moved by JøNelle Lee and supported by Roy Hark to waive the Library Board's Procurement Policy concerning three quotes, and authorize Hallie Yundt Silver to sign a three-year agreement with MOREnet for Fortinet at \$2,099 for the first year and \$400 for the next two years. It was noted that price includes the firewall device, setup and configuration, comprehensive preventative maintenance, Content Filtering, and tech support. Motion carried.

Moved by JøNelle Lee and supported by Frank DiTillo to approve the weather related closures and authorize paying staff who were scheduled to work after 3:30 p.m. on January 11th, all day on January 12th, all day on January 15th, and all day on January 19th, a total of 154 paid hours. Motion carried.

The Library Board discussed a staff request concerning either not opening at all or opening late whenever schools are closed. There was consensus that the Library is not dealing with the same issues as the school district and that the Library should continue with the practices already in place.

Moved by Sara North and supported by Roy Hark to approve the smaller Promotional Program LSTA grant and the larger Summer 19 grant, funded at \$5,035, and to authorize Hallie Yundt Silver to sign the acceptance forms. Motion carried.

Kim Ahrens read the following statement: "The tentative agenda of this meeting also includes a vote to close part of this meeting pursuant to RSMO 610.021(3) "Hiring, firing, disciplining or promoting of particular employees by a public governmental body" and pursuant to RSMO 610.021(12), "sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected" "

Moved by Casey Welch and supported by JøNelle Lee to enter into Executive Session. Motion carried. (Roll call (all ayes): Casey Welch, Roy Hark, Frank DiTillo, JøNelle Lee, Sara North, Kim Ahrens)

The Library Board entered Executive Session at 5:36 p.m.

The Library Board reopened at 6:05 p.m.

Moved by Roy Hark and supported by Frank DiTillo to adjourn. Motion carried.

The Library Board adjourned at 6:06 p.m.

Respectfully submitted,

Hallie Yundt Silver, Acting Secretary

Accepted,

Kim Ahrens, President