

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE MEETING of APRIL 18, 2023

The Hannibal Free Public Library Board of Trustees held its regular monthly meeting, at **5:00 p.m., on Tuesday, April 18, 2023**, in the meeting rooms on the 3rd Floor at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401.

Present were Annie Dixon (5:07 p.m.), Frank DiTillo, Gordon Ipson, Roy Hark, Laura Judlowe, J’Nelle Lee, and Raymond Lee. Kevin Knickerbocker and Sara A. North were absent. Also present were Hallie Yundt Silver and Caitlin Greathouse.

J’Nelle Lee chaired the Library Board meeting. She called it to order at 5:00 p.m.

Moved by Roy Hark and supported by Gordon Ipson to approve the Minutes of the meeting of March 21, 2023. Motion carried.

Distributed were Final Claims for April 2023, totaling \$68,072.71. The credit card claim in the amount of \$582.72 was included in the main packet. Claims included Summer 23 printing, memberships, plumbing repairs, spring cleanup of flower beds, carpet and tile cleaning, and microfilm. Moved by Roy Hark and supported by J’Nelle Lee to approve the Final Claims for April 2023 in the amount of \$68,655.43. Motion carried.

Hallie Yundt Silver reported that the CD that matured on April 16th was redeemed the day before the meeting, and the proceeds were deposited at HomeBank. She indicated that the Finance Committee was scheduled to meet on Friday to decide on reinvestment.

Moved by J’Nelle Lee and supported by Roy Hark to approve the Investment Report for March 2023. Motion carried.

The City Financial Reports for March 2023 was included in the financial packet.

No Transfer Recommendation was made.

There was no Correspondence or Public Comment.

It was announced that the Nominating Committee needed to meet. J’Nelle Lee indicated she would not be seeking reappointment to the Library Board. The By-Laws and Finance Committees met; their actions are covered elsewhere in these Minutes.

The Director’s written report was included in the packet. Hallie Yundt Silver added to the written report by providing an update on Toni Rose’s hospitalization. Caitlin Greathouse updated the Library Board on fundraising. She indicated that fundraising for Summer 23 would commence the following day with fundraising for the Raise the Roof Project to follow in June or July. She distributed the Project’s logo, developed by Sena Carroz.

Annie Dixon entered the meeting at 5:07 p.m.

Tabling was continued on the Audit.

Laura Judlowe explained proposed amendments to the By-Laws. The By-Laws were given a first reading.

The Missouri Secretary of State's 15 CSR 30-200.015 Library Certification Requirement for the Protection of Minors was shown to align with the proposed Collection Development Policy. The following points were emphasized:

- The Library's FY2022-2023 revenue and subsidies amount to \$41,002.56 in State and Federal funding.
- There was consensus to refer to State Statutes for definitions of "pornographic to minors" and/or "obscene" instead of defining them in the Policy.
- There was consensus that the Library Board was comfortable with the current practice of granting access throughout the building to all patrons.
- Library staff needed more time to develop signage for displays and program publicity items.
- The Library Board would need to look at the Meeting Space policy since the Rule applies to use of meeting rooms by outside groups.
- There was consensus to use ALA's new recommended Request for Reconsideration form with the understanding that programs and displays would be considered "other."
- It is uncertain whether the identity of the individual filing a Request for Reconsideration can be protected under the Sunshine Law. Hallie Yundt Silver indicated that the individual's name should not be published on the website and if a Sunshine Request were to be received, the Library would need to seek legal advice.
- The Rule requires the State Library to keep policies on file, but it does not require that any evaluation of them.

There was consensus that salaries and wages should keep up with inflation if at all possible. Hallie Yundt Silver indicated she would propose a budget with a 5% COLA for staff and step raises.

Moved by Gordon Ipson and supported by Frank DiTillo to amend the FY2022-2023 Materials by \$5,000 to increase it from \$105,922 to \$110,922. Motion carried.

Moved by Frank DiTillo and supported by Gordon Ipson to table discussion on the rest of the Expenditures Budget. Motion carried.

Moved by Roy Hark and supported by Frank DiTillo to approve the early closure on March 31st due to the weather and authorize staff salaries and wages to be paid for those scheduled.

Moved by Roy Hark and supported by Gordon Ipson to adjourn. Motion carried.

The meeting adjourned at 6:01 p.m.

Respectfully submitted,

Hallie Yundt Silver, Acting Secretary

Accepted,

J'Nelle Lee, President