

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
of November 14, 2023

The Hannibal Free Public Library Board of Trustees held its regular monthly at **12:00 p.m., on Tuesday, November 14, 2023**, in the meeting rooms on the 3rd Floor at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401.

Present were Kevin Knickerbocker, Roy Hark, Annie Dixon, Laura Judlowe, Vickie Witthaus, Frank DiTillo, Gordon Ipson, Joy McPike, and Raymond Lee. Also present were Caitlin Greathouse and Andrea Reinwald.

Kevin Knickerbocker chaired the meeting. He called it to order at 12:04 p.m.

Moved by Roy Hark and supported by Frank DiTillo to amend the Agenda to add item D “Calendar of Operations”. Motion carried.

Moved by Annie Dixon and supported by Gordon Ipson to approve the Minutes of the meeting of October 17, 2023. Motion carried

Claims for October 2023 were included in the board packet totaling \$60,110.38. The credit card claim in the amount of \$1,001.40 was included in the main packet. Claims included entry ticket for Garth Mansion’s fundraising event, library supplies, and the VOIP telephone. Claims also included the one-year subscription for SirsiDynix, the library’s ILS for \$12,374.25. Moved by Roy Hark and supported by Annie Dixon to approve the Claims for October 2023 in the amount of \$60,110.38. Motion carried.

Moved by Gordon Ipson and supported by Annie Dixon to accept the Investment Report for as is with instructions to Caitlin Greathouse to continue work to balance it. Motion carried.

The City Financial Reports for October 2023 were included in the Financial Packet.

The Transfer Recommendation was distributed. Moved by Gordon Ipson and supported Roy Hark to approve the Transfer Recommendation for November 2023 showing no transfers. Motion carried.

No correspondence was reported.

There were no Public Comments.

Caitlin Greathouse reported no committees met in October.

The Director’s written report was included in the packet. No questions were asked.

Caitlin Greathouse shared responses from MIRMA and a statement from the Hannibal Fire Department regarding the reports on the historic doors. She reported Building and Grounds needs to meet to discuss further but it was not high priority in October.

Caitlin reported positive public feedback in regards to the lower non-resident fee. She reported a general consensus among staff members that there would be more non-residents after January 1st.

The 3rd and final reading of the change to Hannibal Free Public Library's bylaws took place. Gordon Ipson made a motion to accept the amended Bylaws and Annie Dixon supported. Motion carried.

Caitlin distributed a quote and email from a contractor for the roof. She reported the estimate had been forwarded to MIRMA and she was waiting for the insurance representative to contact her about inspecting the roof.

Gordon Ipson made a motion to return NAACP items to Annie Dixon, as the last local chapter president. Frank DiTillo supported the motion. Motion carried.

Moved by Kevin Knickerbocker and supported by Frank DiTillo to allow Caitlin Greathouse to seek appraisal for the Hannibal Free Public Library building and the Library's art collection. Motion carried.

Caitlin Greathouse distributed the surplus list. Roy Hark made a motion to accept the list and label the items surplus. Annie Dixon supported. Motion carried.

Caitlin Greathouse distributed the proposed calendar of operations. Gordon Ipson made the motion to accept with amended date errors. Joy McPike supported. Motion carried.

Vote to Enter Executive Session and include Caitlin Greathouse, Andrea Reinwald, and City Attorney, James Lemon at 12:27 P.M.

The tentative agenda of this meeting also includes a vote to close part of the meeting pursuant to RSMO 610.021(1) :Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys..."

Roll Call Vote: All ayes.

Vote to exit Executive Session at 12:55 P.M.

Roll Call Vote: All ayes

Caitlin Greathouse requested and was instructed to create an Inclement Weather Policy to present to the board at the December meeting.

Moved by Frank DiTillo and supported by Gordon Ipson to adjourn. Motion carried.

The meeting adjourned at 1:08 p.m.

Respectfully submitted,

Caitlin Greathouse, Acting Secretary

Accepted,

Kevin Knickerbocker, President