

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
of January 16, 2024

The Hannibal Free Public Library Board of Trustees held its regular monthly at **12:00 p.m., on Tuesday, January 16th, 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, Gordon Ipson, and Raymond Lee. Laura Judlowe joined the meeting via Zoom. Frank DiTillo joined the meeting at 12:03 p.m. Also present were Caitlin Greathouse and Andrea Reinwald. Absent were Vickie Witthaus, Joy McPike, and Annie Dixon.

Kevin Knickerbocker chaired the meeting. He called it to order at 12:01 p.m.

Moved by Gordon Ipson and supported by Roy Hark to approve the Minutes of the meeting of December 19, 2023. Motion carried

Claims for December 2023 and the first part of January 2024 were included in the board packet totaling \$43,174.50. The credit card claims in the amount of \$1,862.35 were included in the main packet. Claims included the VOIP telephone, salaries, renewal of the Tumblebooks Database, and book orders. Moved by Roy Hark and supported by Frank DiTillo to approve the Claims for December 2023 the amount of \$43,174.50. Motion carried.

Moved by Gordon and supported by Roy Hark to accept the Investment Report for December 2023. Motion carried.

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

The Transfer Recommendation was distributed. Moved by Roy Hark and supported by Gordon Ipson to approve the Transfer Recommendation for January 2024 showing no transfers. Motion carried.

No correspondence was reported.

There were no Public Comments.

Caitlin Greathouse reported the Building and Grounds Committee and Investment Committee meetings were canceled due to the weather. She reported she received a majority vote via email to accept Reliable's new pest management contract and pay any outstanding invoices. She reported the Building and Grounds would need to be rescheduled to discuss the historic door and to review capital outlay projects for budget preparations. Caitlin Greathouse reported the Investment Committee would need to be rescheduled to discuss reinvestment of a CD maturing in February. No motion.

The Director's written report was included in the packet. There were no questions about the written report. Caitlin described two problem patrons and what the library has put in place to handle their disruptive behavior. No motion.

Discussion on the historic door continued to be tabled until Building and Grounds Committee could meet.

Caitlin Greathouse reported after discussion with Hannibal's City Clerk, it was unlikely that there would be any insurance funding for repairs to the skylight. She reported fundraising events would continue for this project and staff would be diligent about watching for leaks with melting snow. No motion.

Gordon Ipson made the motion to give the lowest art appraisal quote until Friday to contact Caitlin Greathouse. After that she was given permission to move to the next lowest quote. Roy Hark supported the motion. Motion carried.

Kevin Knickerbocker announced Annie Dixon's resignation from Hannibal Free Public Library Board of Trustees. He read her official resignation. Frank DiTillo made a motion to accept Annie Dixon's resignation. Kevin supported it. Motion carried.

Kevin Knickerbocker introduced Jessica Gilmore to Hannibal Free Public Library Board members as a nomination for the vacant Board of Trustees position. It was announced her first reading of appointment would take place at the following City Council meeting of January 16th, 2024.

Caitlin Greathouse requested permission for the purchase of a memorial plaque for Hallie Yundt Silver to hang in the historic entryway with others. Gordon made the motion to allow Caitlin Greathouse to purchase the memorial plaque. Roy Hark supported. Motion carried.

Roy Hark made the motion to approve and pay staff wages during library inclement weather closures on January 8th, January 9th, January 10th, January 12th, and January 13th, 2024. Frank DiTillo supported. Motion carried.

Gordon Ipson motioned to allow Caitlin Greathouse to accept the 2024 LSTA Summer Reading Program Grant for \$8,664. Frank DiTillo supported. Motion carried.

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

The meeting adjourned at 12:38 p.m.

Respectfully submitted,

Caitlin Greathouse, Acting Secretary

Accepted,

Kevin Knickerbocker, President