

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE MEETING of May 24, 2022

Hannibal Free Public Library Board of Trustees held its regular monthly meeting at **5:00 p.m., on Tuesday**, May 24, **2022**, in the meeting rooms on the 3rd Floor at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401. Present: Kim Ahrens, Frank DiTillo, Annie Dixon, J’Nelle Lee, Sara North, and Tom Prater. Absent: Roy Hark, Kevin Knickerbocker, and Lauren Youse. Also Present: Assistant Director Caitlin Greathouse, Library Director Hallie Yundt Silver.

Kim Ahrens chaired the Library Board meeting. She called it to order at 5:03 p.m.

Moved by J’Nelle Lee and supported by Annie Dixon to approve the Minutes of the Meeting April 12, 2022. Motion carried.

Final Claims for April in the amount of \$76,141.66 were distributed at the meeting. MasterCard claims in the amount of \$2,882.60 were included in the main packet. Claims included a request to pay ServPro, which was approved by the Library Board via email so the check could be cut as soon as possible. Claims also included: printing for Summer 22 not covered by the grant, a number of invoices related to the plumbing emergency, die cuts from Ellison, Summer 22 performers, and my travel to MA Bank in Monroe City, NEMO Genealogical Society meeting in Canton, and Walmart in Bowling Green to purchase tables needed for book sale. Moved by Frank DiTillo and supported by Annie Dixon to approve the Claims for April 2022 in the amount of \$79,023.26.

Moved by Tom Prater and supported by Sara North to table the Investment Reports for April 2022. Motion carried.

Moved by Annie Dixon and supported by J’Nelle Lee to approve the corrected Investment Report for February, dated May 21, 2022. Motion carried.

Moved by J’Nelle Lee and supported by Annie Dixon to approve to approve the Investment Report for March 2022, correcting the header to read March 31, 2022. Motion carried.

Moved by Annie Dixon and supported by Frank DiTillo to authorize the Investment Committee to work with Brad Lukens to reinvest proceeds from the Bank of China in the amount of \$139,000, that matured on April 27th and up to \$6,000 additional from the money market account at Wedbush. Motion carried.

There was consensus to delay investment decisions on cash at HomeBank, F&M Bank, and MOSIP until the bids for the Roof & Skylight project are accepted or rejected.

The City Financial Report was included in the Financial Packet.

Moved by J’Nelle Lee and supported by Frank DiTillo to approve the Transfer Recommendation for May 2022 showing no transfer. Motion carried.

There was no Correspondence or Public Comment.

Committee reports followed. It was announced that the Building & Grounds Committee would meet on June 7th. The Nominating Committee met on May 10th. Hallie Yundt Silver was instructed to recommend the following people for the Mayor’s consideration to appoint to the Library Board: Gordon Ipson, Laura Judlowe, and Raymond Lee. Slate of Officers was developed. The Investment Committee met on April 25th. The Director Replacement Ad Hoc Committee met on May 9th.

The Director’s Report was included in the Main Packet. Hallie Yundt Silver added the following to her report:

- Summer 22 Kick-Off in the Park would be on Wednesday, June 1st, beginning a 2 p.m. The Library building will close for the day at noon to allow a lunch hour for staff and an hour to set up.
- Tentative employment offers were made to Chelsea Stolberg for Library Shelver and Sena Carroz as Associate 1.
- The Associate 2 position received two internal applicants. No one else who was qualified applied by the date for first consideration.

Discussion followed on the Roof & Skylight Project. Hallie Yundt Silver reported that the core samples from the roof revealed no asbestos. The architect’s proposed schedule was outlined.

Discussion followed on the FY2021-2022 budget. Moved by Annie Dixon and supported by Frank DiTillo to adopt the proposed Amended FY2021-2022 Budget. Motion carried.

Discussion followed on the need to amend the motion made at the meeting of April 12th concerning VOIP. Moved by Annie Dixon and supported by Tom Prater to delete Clearly from the motion and have the motion’s language read, as follows: “...to waive the Procurement Policy to allow the Library to work with existing vendors to implement VOIP and to contract for a year of service.” Motion carried.

Discussion continued on revisions to the By-Laws. There was consensus to develop a form for the public to complete before offering Public Comment. A limit of five minutes a speaker was discussed. Limits on the number of speakers on a topic was also discussed. There was consensus that the By-Laws Committee should work on proposed revisions.

Moved by Frank DiTillo and supported by Annie Dixon to accept the Penworthy STEAM Kits Grant in the amount of \$4,000 with a local match of \$26. Motion carried.

Moved by J’Nelle Lee and supported by Tom Prater to approve the Emergency Closing on April 14th, 15th, and 16th-due to the plumbing emergency, and to authorize pay for staff scheduled to be at work on those days. Motion carried.

Moved by Tom Prater and supported by J’Nelle Lee to set the date of Public Hearing on the Budget-at 5 p.m., Tuesday, June 28th, immediately followed by the regular monthly Library Board meeting. Further moved too authorize Hallie Yundt Silver to place the legal ad. Motion carried.

The Nominating Committee’s Slate of Officers was given a first reading. Included on the Slate were J’Nelle Lee as President, Kevin Knickerbocker as Vice-President, Sara North as Secretary, and Frank DiTillo as Treasurer. There were no nominations from the floor.

Moved by Frank DiTillo and supported by J’Nelle Lee to adjourn. Motion carried.

The meeting adjourned at 5:45 p.m.

Respectfully submitted,

Hallie Yundt Silver, Acting Secretary

Accepted,

Kim Ahrens, President