

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
of August 20, 2024

The Hannibal Free Public Library Board of Trustees held its regular monthly meeting immediately following the Public Hearing **at 12:00 on Tuesday, August 20, 2024**, 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, Vickie Witthaus, Raymond Lee, Jessica Gilmore, Laura Judlowe, Joy McPike, and John Davis. Also present were Caitlin Greathouse and Andrea Reinwald.

Kevin Knickerbocker chaired the meeting. He called it to order at 12:02 p.m.

No oaths of office were necessary.

Roy Hark motioned to approve the Minutes from July 16, 2024. Gordon Ipson supported the motion. Motion carried.

Caitlin Greathouse explained it was an expensive month due to several annual renewals. Claims totaled \$87,996.43. The credit card claims in the amount of \$4,355.15 were included in the main packet. Claims included the VOIP telephone, utilities, postage, Summer Reading Grand prizes, Teen Night Pizza, book processing supplies, Amigos Overdrive database renewal, landscaping, the annual renewal of the library's magazine subscriptions, book orders, the purchase of a new printer to replace the public printer at the front desk and the accompanying contract, renewal of Bonding insurance for the Library Director and the Board Treasurer, and MOREnet's annual renewal Moved by Roy Hark and supported by Joy McPike to approve the Claims for July and August 2024 for \$87,996.43 Motion carried.

Moved by Gordon Ipson and supported by Roy Hark to accept the Investment Report for July 2024. Motion carried.

The City Financial Reports for July 2024 were included in the Financial Packet.

The Transfer Recommendation was distributed. Moved by Joy McPike and supported by Gordon Ipson to approve the Transfer Recommendation for August 2024 showing no transfer. Motion carried.

Under "Correspondence", Caitlin Greathouse read and discussed a Request for Reconsideration for title *Witch Please* by Ann Aguirre. Caitlin reported the book is located in the Adult Fiction area of the collection and reported she would respond to the patron that the item would not be moved to another location and the Library would retain the title. Caitlin reported she would include a copy of the Library's Collection Development Policy with the response letter.

There were no Public Comments.

Raymond Lee and Kevin Knickerbocker discussed decisions from the Personnel Committee Meeting of August 19, 2024. Raymond Lee reported it was the decision of the Personnel Committee to bring the recommendation to end the Director's Probationary Period for a vote by the full Board. Gordon Ipson made a motion to remove Library Director, Caitlin Greathouse, from her one-year probationary period and include the step increase. Joy McPike supported the motion. Motion Carried.

Raymond Lee and Kevin Knickerbocker reported that Andrea Reinwald, Assistant Director was also removed from her one-year probationary period and granted the step increase.

Caitlin Greathouse spoke on behalf of the Investment Committee's decision to reinvest \$127,000 with AMG for a CD maturing in 2028.

The Director's written report was included in the packet. Caitlin Greathouse had nothing further to report apart from agenda items.

Caitlin Greathouse read correspondence from City Manager, Lisa Peck stating the following: "I have become aware of a grant opportunity that, if funded, would cover the cost of the library's roof if solar panels were to be incorporated. The grant is focused on climate resilience and energy efficiency. There is no match requirement, and I should have more information soon. Please let me know if the Library would have interest." Caitlin Greathouse was instructed to gather more information to bring back to the Board and to respond to Lisa Peck that the board is very interested.

Motion to approve the Ad Valorem Tax Rate at \$0.2854 for FY 2024-2025 submitted by Gordon Ipson and supported by Roy Hark. Motion carried.

Motion for Caitlin Greathouse to apply for a Riedel Grant to support a Youth Coding League project in collaboration with area organizations submitted by Roy Hark and supported by Laura Judlowe. Motion carried.

Motioned by Roy Hark and supported Kevin Knickerbocker to employ ServPro for the annual carpet cleaning. Motion carried.

Motioned by Roy Hark and supported by Kevin Knickerbocker to gather an estimate for mold detection in the Archive Room from ServPro. Motion carried.

Caitlin Greathouse reported the Hometown Heroes portraits and banners would be returned to the Visitor's Center.

Motioned by Gordon Ipson and supported by Kevin Knickerbocker to accept a donation of an online database about Rush Cemetery and its copyright ownership to be hosted on the Library's website. Motion carried.

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

The meeting adjourned at 12:38 p.m.

Respectfully submitted,

Caitlin Greathouse, Acting Secretary

Accepted,

Kevin Knickerbocker, President