

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
of September 24, 2024

The Hannibal Free Public Library Board of Trustees held its regular monthly meeting **at 12:00 on Tuesday, September 24, 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, Laura Judlowe, Joy McPike, and John Davis. Also present were Caitlin Greathouse and Andrea Reinwald. Absent was Jessica Gilmore.

Kevin Knickerbocker chaired the meeting. He called it to order at 12:00 p.m.

No oaths of office were necessary.

Roy Hark motioned to approve the Minutes of the Public Hearing and regular meeting of August 20, 2024. Gordon Ipson supported the motion. Motion carried.

Caitlin Greathouse explained the claims for the month with salaries totaling \$40,983.77, credit card claims in the amount of \$3,579.44, and other claims totaling \$6,556.72. Gordon motioned to approve the claims in the amount of \$51,119.93. Roy Hark supported. Motion carried.

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

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

The Transfer Recommendation was distributed. Moved by Joy McPike and supported by Kevin Knickerbocker to approve the Transfer Recommendation for September 2024 showing no transfer. Motion carried.

No correspondence was reported.

There were no Public Comments.

Raymond Lee distributed the forms for the Director's Evaluation to members and requested they be returned in November. Caitlin Greathouse reported the Investment Committee will need to meet prior to the October 7th CD maturity.

The Director's written report was included in the packet. Caitlin Greathouse went on to report the reason for the September 4th building closure for carpet cleaning and reported it would only be scheduled at night the next year. Caitlin Greathouse went on to report there was an influx of problem patrons visiting and she requested Hannibal Police Department to do periodic walk-throughs of the building.

Caitlin reported the need for the Library to incur the cost for the Youth Coding League for the current season at \$2,500 and gave an update on the project.

Gordon Ipson made the motion to keep the Non-Resident Fee the same, at \$60 a year, per household, in 2025. Laura Judlowe supported the motion. Motion carried.

Moved by Roy Hark and supported by Kevin Knickerbocker to accept the presented quarterly budget amendment with changes to the following accounts: Federal Grants, Refunds, and Teen Programming. Motion carried.

Motioned by Joy McPike and supported by Gordon Ipson to allow Caitlin Greathouse to apply for the LSTA Summer Reading Grant for Summer 2025. Motion carried.

Motioned by Roy Hark and supported by John Davis to accept the amended Fines and Fees policy, increasing the cost of all copies and prints by \$0.10 per page. Motion carried.

Caitlin Greathouse reported the status of the current audit, that information continues to be sent to Williams Keepers as requested.

Moved by Gordon Ipson and supported by Joy McPike to approve the closure on September 4th and to pay staff for the emergency closure. Motion carried.

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

The meeting adjourned at 12:35 p.m.

Respectfully submitted,

Caitlin Greathouse, Acting Secretary

Accepted,

Kevin Knickerbocker, President