

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
of May 20, 2025

The Hannibal Free Public Library Board of Trustees held its regular monthly meeting **at 12:00 on Tuesday, May 20, 2025**, in the meeting rooms on the 3rd Floor at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401.

Present were Kevin Knickerbocker, Laura Judlowe, Gordon Ipson, Raymond Lee, John Davis, Roy Hark, Jessica Gilmore.

Also present were Caitlin Greathouse, Andrea Reinwald.

Absent were Linda Spaun and Joy McPike.

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

Caitlin Greathouse explained the claims for the month with salaries totaling \$43,120.41 with credit card claims in the amount of \$3,476.18, the assessment fee totaling \$35,108.93, Capital Outlay claims for the roof project totaling \$50,919.03, and other claims totaling \$21,976.20. Roy Hark made a motion to approve the claims in the amount of \$154,600.75. John Davis supported. Motion carried.

Moved by Gordon Ipson and supported by Kevin Knickerbocker to accept the Investment Report for April 2025. Motion carried.

The City Financial Reports for April 2025 were included in the Financial Packet.

The Transfer Recommendation was distributed. Moved by Kevin Knickerbocker and supported by Gordon Ipson to accept the transfer recommendation showing no transfer. Motion carried.

No correspondence was reported.

Harry Graves, potential Board of Trustees member, introduced himself and answered questions during the Public Comment portion of the meeting.

Caitlin Greathouse reported the Investment Committee met in April and made the decision to reinvest the matured CDARS with F&M Bank for a rate of 3.80%. Raymond Lee discussed the Personnel Budget decision made at the Personnel Committee Meeting with a vote to follow during a later agenda item.

The Director's written report was included in the packet. There were no questions about the written report. Caitlin Greathouse added she would like to thank Gordon Ipson to his years of service to the Hannibal Free Public Library Board of Trustees and expressed her appreciation for all that he had done for the Library during his time.

Under old business Caitlin Greathouse updated the Trustees that she was waiting on a schedule of construction for the roof project but had not received it at the time of the meeting. No motion necessary.

The Slate of Officers received nominations from the floor and its second reading with Kevin Knickerbocker as Board President, Roy Hark as Vice President, Joy McPike as Treasurer, and Laura

Judlowe as Secretary. Gordon Ipson made the motion to approve the Slate of Officers as presented. John Davis supported the motion. Motion carried.

Under New Business, Raymond Lee reported the Personnel Committee met at 11:30 on May 20th to discuss the Personnel Budget for FY 2025-2026. He stated the Personnel Committee are recommending a budget showing a 3% COLA increase and a step raise for all eligible staff members to take effect on January 1, 2026. Roy Hark made the motion to approve the recommendation. Laura supported the motion. Motion Carried.

Caitlin Greathouse reported that the Library is eligible for E-Rate funding for rewiring and updating the building's network cables. She reported the funding is 80% with 20% match. She reported she will budget \$10,000 match in the FY 26 budget for this project if approved. Gordon Ipson made the motion to apply for E-Rate funding for the rewiring project and Kevin Knickerbocker supported. Motion Carried.

Kevin Knickerbocker made the motion for Building and Grounds Committee to make decisions regarding the rewiring project on behalf of Hannibal Free Public Library. Roy Hark supported it. Motion carried.

Caitlin Greathouse reported ILL services were temporarily frozen until funding for the OCLC ILL module was decided by the Missouri State Library. No motion necessary.

Roy Hark gave authorization to the Finance Committee to approve any end of year budget matters. Kevin Knickerbocker supported the motion. Motion carried.

Gordon Ipson made the motion to recommend Harry Graves as a potential Hannibal Free Public Library Board Trustee to City Council for first reading on June 3rd, 2025. Roy Hark supported the motion. Motion carried.

Gordon Ipson made the motion to set the date of the Ad Valorem Property Tax Public Hearing for August 19th, 2025 at 12:00 p.m. Roy Hark supported the motion. Motion carried.

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

The meeting adjourned at 12:28 p.m.

Respectfully submitted,

Caitlin Greathouse, Acting Secretary

Accepted,

Kevin Knickerbocker, President
