

Livingston County Library Board of Trustees
Minutes of the May 16, 2024 Regular Session
Meeting

Call to Order

Crystal Narr, President, called the Livingston County Library Board of Trustees to order at 4:30 p.m. on Thursday, May 16, 2024 in the Court Room, 2nd level of the Main Library. Those in attendance were Crystal Narr, Sadie Beetsma, and Rachel Hershberger in person. Daniel Savage arrived at 4:46 pm. Sherry Parks was excused. One (1) unidentified guest attended via Zoom. Member of the public in attendance numbered four (4). A quorum was met. Library Director, Sue Lightfoot-Horine, Jodi Moore, Youth Services Coordinator, and Kirsten Mouton, Adult Services Coordinator, were in attendance.

The President read a prepared statement to those in attendance concerning decorum and public comments. The President called for the first agenda item which was guest comments and correspondence.

Guest comments & correspondence

Guests included Robert Pigg, Kayla Moss, Jeff Keck and James Wetzel in attendance at the meeting. There were no guests listed on the agenda who asked for an audience in advance of the meeting's posting. There was no sign up in advance of the meeting's start for public comments. No guests asked to make public comments.

There was no correspondence to be read.

Approval of Previous Minutes

A motion was made and seconded to accept the April 18, 2024 meeting minutes as presented (Beetsma/Hershberger). The motion was unanimously approved.

Bills and Financial Statements

The April 2024 bills and financial statements were presented. A motion was made and seconded to approve bills and financial statements (Hershberger/Beetsma). The motion was unanimously approved.

Unfinished Business

- A. Kirsten Mouton, Adult Services Coordinator, discussed the Main Library building needs. Gastineau's Lighting Project continues as there were hiccups with the LED ballast and the automatic lights. Dave Boux of Plaster Tec Inc. has done a cursory look at the Court Room for the plaster repair. He needs to get a closer look before he gives an estimate. The New Adult Section, specifically for ages 20-30, will find its home next to the Graphic Novels and Christmas Section. Morgan and Aaron Minnick have been talking about landscaping and curb appeal. Morgan reached out to the Street Department and within an hour the section of the curbing was repaired. Bathroom remodel and outside lights remain on the top of the maintenance list for the Main Library.

- B. Jodi Moore, Youth Services Coordinator, asked Rick McCully to repaint the parking lot's stripes as they were weathered and faint. She also talked with Aaron Minnick about landscaping next to the READ sign.
- C. The Personnel Policies were reviewed as edited and drafted. The Library Board discussed the nepotism policy which was added to Section A – Selection. The Library Director inserted the Missouri Revised Statutes number to include for reference per request of the Library Board. A motion was made and seconded to approved the nepotism policy (Beetsma/Hershberger). The motion was unanimously approved.
- D. No other unfinished business came before the board.

New Business

- A. The Library Director offered the initial Board Training from the Missouri State Library which she will impart each meeting for 5-10 minutes to keep our Board informed and educated about their roles. This was done on request by one of our Board members to have formal training. The Board members agreed to have a session at each meeting going forward until the training module is completed.
- B. The Library Director noted that two or three members of the Board would be unavailable to attend the regularly scheduled meeting on June 20th and inquired about moving the date of the meeting. A motion was made and seconded to move the June 2024 meeting to Thursday, June 27th at 4:30 pm in the Court Room of the Main Library (Savage/Beetsma). The motion was unanimously approved.
- C. No other new business was brought forward.

Reports

Reports were heard from the Library Director, Adult Services Coordinator, Teen Services Coordinator and Youth Services Coordinator.

Adjournment

A motion was made to adjourn and was seconded (Beetsma/Hershberger at 5.32 pm. The motion was unanimously approved.

The next meeting will be held on Thursday, June 27, 2024 at 4:30 p.m. in the Court Room, 2nd Floor, at the Main Library and via the recurring meeting Zoom link.

Respectfully submitted,

Sue Lightfoot-Horine, Library Director & Acting Secretary