

**Livingston County Library Board of Trustees**  
**Minutes of the April 17, 2025**  
**Regular Session Meeting**

Call to Order

Crystal Narr, President, called the Livingston County Library Board of Trustees to order at 4:34 p.m. on Thursday, April 17, 2025 in the Court Room of the Livingston County Library Main Branch. Those in attendance were Crystal Narr, Rachel Hershberger, Jeff Keck, and Mary Quinn in person. Sadie Beetsma was excused absent. A quorum was met. Library Director, Sue Lightfoot-Horine, Jodi Moore, Youth Services Coordinator, and Kirsten Mouton, Adult Services Coordinator were also in attendance.

Guest comments & correspondence

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 of individuals in advance of the meeting's start time for public comments.

The Library Director read three (3) thank you notes from Family of Mildred Doughty, Ellie Condron, Grand River Tech School student, and from Lindy Chapman for the Rotary Clubs 4-way Test Contest.

Approval of Previous Minutes

A motion was made and seconded to accept the March 19, 2025 regular session meeting minutes after review (Hershberger/Quinn). The motion was unanimously approved.

Bills and Financial Statements

The March 2025 bills and financial statements were presented. Questions were answered by the Library Director from the Board regarding the monthly expenses. A motion was made and seconded to approve bills and financial statements (Keck/Hershberger). The motion was unanimously approved.

Unfinished Business

The Main Library building needs were discussed with Adult Services Coordinator, Kirsten Mouton. Library Board members noted name of contacts to inquire about the interior painting of the Courtroom since the plaster has been repaired. The possibility that the Library might need to provide scaffolding was discussed and this could be rented locally if a painter is found to complete the project. The Library Director covered the heating and cooling issues noting that Albert Keane with DFS, Inc. is scheduled to assess our system on Monday, April 21<sup>st</sup> with a site visit.

Jodi Moore, Youth Services Coordinator, discussed landscaping by the READ sign as part of her projects on tap at the Youth Library. She noted that Rick McCully had painted the staff parking lot this week and commended his work.

Under policy review, the Library Director presented the Personnel Policies- Sick Leave draft to be compliant with the Prop A that Missouri Voters approved in November 2024. This will become effective as of May 1, 2025 and staff were notified and labor law postings have

been updated timely. A motion was made and seconded to approve the Sick Leave policy changes as presented (Keck/Quinn). The motion was unanimously approved.

No other unfinished business came before the board.

#### New Business

Crystal Narr inquired about the library's involvement with the 40<sup>th</sup> Annual Chautauqua in the Park to be held in September. She asked about the storyteller and story walk idea indicating that Sue should reach out to discuss this further.

Hearing no new business to come before the Board, the President moved to Administration reports.

#### Reports

The Library Director summed up her reports and noted the latest news regarding libraries from the Secretary of State's office, Missouri State Library, and IMLS grant funding. Sue also detailed House Bill 903 in the Missouri legislature concerning the decrease in personal property taxes. This and other real and personal property tax bills are usually introduced by either a State Rep or Senator and usually fail in the hearing process. This bill, however, has some traction and is concerning. Sue will keep the Board apprised of the latest news and calls to action if needed as necessary. Reports were read by the Adult Services Coordinator and Youth Services Coordinator depicting both the youth and teen services and programs.

#### Adjournment

A motion was made to adjourn at 5:25 pm and was seconded (Hershberger/Keck). The motion was unanimously approved.

The next meeting is scheduled for Thursday, May 15th at 4:30 p.m. in the Court Room, 2<sup>nd</sup> Floor, at the Main Library and via the recurring meeting Zoom link.

Respectfully submitted,

Sue Lightfoot-Horine, Library Director & Acting Secretary