

CAPE GIRARDEAU PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, April 25, 2024 @ 7am
Cape Girardeau Public Library

**CALL TO
ORDER**

Red called the meeting to order at 7:00am.

ATTENDANCE

Present: Adam Criblez, Jessica Hill, Rekha Patterson, Stacy Lane, Red Redinger, Lauren Clark-Hill, Kathy Wolz

Also present: Director Katie Earnhart, Linda Bailiff

Absent: Dave Diveley, Ed Thompson

MINUTES

Minutes from the March board meeting were reviewed. **Lauren made a motion to approve the minutes, seconded by Jessica. Motion passed.**

**PUBLIC
COMMENTS**

None.

**PRESIDENT'S
REPORT**

Stacy Lane's term will expire on June 30, 2024. There are board member applications on the board drive and Katie will forward the active applicants. The Department of Labor's federal overtime rule is being monitored.

**DIRECTOR'S
REPORT**

1. Staff:

1. Sophie Gitlin's last day as a part-time Adult Services staff member will be April 30th. She will be moving out of state. The hiring process to find a replacement has begun, and we hope to have someone hired by early May.
2. Jean Martin has announced her retirement date. After 19 years of employment, she will retire as the User Services Coordinator on June 30th, 2024. She will continue working part-time for the User Services Department library. Current staff member Kelley Reyes-Watson will step into the Coordinator position on July 1st, 2024, and begin training under Jean this spring. Kelley has been a co-supervisor in User Services since 2017.
3. Linda Bailiff has also announced her intent to retire. Linda has worked at the library as the Administrative Assistant for 19 years. Her last day has not been decided but she will not work past December 31st, 2024. We will plan to post a job announcement in early fall with the hopes of hiring a replacement who will work under Linda for at least a month.

2. Request for Reconsideration:

1. As previously reported, a request for reconsideration for the title *All Boys Aren't Blue* was received. The Materials Selection Committee met to review the title and determined that the title met the criteria of our Materials Selection Policy and that the title will remain in the library. The patron who submitted the form has been notified. A redacted copy of the response letter is attached to this report.

3. Retirement Plan:

1. The library provides staff the opportunity to participate in a retirement plan. This plan is held with Principal Financial and is managed locally by Ron Hahs at Northwestern Mutual. Ron will be retiring in June, and his office will be transferred to Clayton Hahs. Principal requires that the Library approve this change in our broker of record. We recommend that the Library Board approve this change. **Adam made a motion to change the broker of record to Clay Hahs, seconded by Jessica. Motion passed.**

4. Clark Road Construction is underway. The project will take approximately 1 ½ -2 months. We have been told that the library will always have two lanes open. The library will notify patrons through social media.

5. Katie is talking to Meristem Advisors who will be doing the financial forecasting for the beginning of the tax campaign.

**BUILDING &
GROUNDS
COMMITTEE**

None.

**BYLAWS &
POLICY
COMMITTEE**

None.

BUDGET

Will meet in late May to review the new budget for 2024/20205.

PERSONNEL

None.

**PUBLIC
RELATIONS**

Will meet in May.

**STRATEGIC
PLANNING
COMMITTEE**

Stacy reported the recommendations are complete. Strategic initiatives will be added to the library website.

**UNFINISHED
BUSINESS**

None.

NEW BUSINESS

Create an ad-hoc committee for tax rate planning. Chair: Stacy; other members will include Jessica and Ed, and if not Ed then Adam.

**FRIENDS
FOUNDATION**

The Friends next meeting will be May 21st at 4pm. Stacy will attend.

**CLOSED
SESSION**

At 7:50 Stacy made a motion to go into closed session to discuss a personnel matter per RSMO 610.021(3). A Roll Call vote was taken by each present member who responded "yea". No action was taken. Executive session concluded at 8:16am.

ADJOURNMENT

Jessica made a motion to adjourn the meeting seconded by Kathy. Meeting adjourned at 8:16 am.

NEXT MEETING

The next meeting will be on Thursday, May 23, 2024th @ 7am
Cape Public Library

Recorder: Linda Bailiff