

CAPE GIRARDEAU PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, May 23, 2024 @ 7am
Cape Girardeau Public Library

CALL TO ORDER

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

ATTENDANCE

Present: Adam Criblez, Jessica Hill, Dave Diveley, Stacy Lane, Red Redinger, Kathy Wolz

Also present: Director Katie Earnhart and Linda Bailiff

Absent: Ed Thompson and Lauren Clark Hill (w/proxy)

MINUTES

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

PUBLIC COMMENTS

Community member Alix Gasser introduced herself to the board and expressed interest in becoming a member.

PRESIDENT'S REPORT

Stacy's service term will end June 30, 2024 and she is ineligible for reappointment. Rheka Patterson resigned in May and will also need to be replaced. The board reviewed applications. **Dave made a motion to recommend Alix Gasser and Lenna Matukewicz to the City Council for appointment to the library board, seconded by Kathy. Motion passed. The motion also included a recommendation to re-appoint Jessica and Red as their current terms are expiring.**

The board also discussed officers for next year. Draft slate of officers for 2024/2025 are as follows:

President: Jessica Hill

Vice-President: Adam Criblez

Treasurer: Ed Thompson

Secretary: Kathy Wolz

The slate will be addressed and voted on during the June meeting.

DIRECTOR'S REPORT

The 2024/2025 Board Calendar was reviewed. The November 2024 meeting will be held on November 21st (the third Thursday) because of Thanksgiving. There will be no December 2024 meeting. With these changes, **Kathy made a motion to approve the calendar, seconded by Jessica. Motion approved.**

1. Staff:

1. Tyra Williams has been hired to fill the vacancy in Adult Services following the departure of Sophie Gitlin. Tyra's first day was May 6th.

2. Road Construction:

1. Construction continues on Clark Street. Starting May 6th, our book drop/drive-thru lane was closed as was half of our other entrance.

Things are progressing well, and we hope to see all construction on Clark Street finished by the end of June. We have received numerous phone calls from patrons and visitors asking if we are open. While we have sent messages through social media, emails, and updated our phone answering system explaining how people may access the parking lot, we have noticed fewer people coming to the building than normal.

3. Security Gates:

1. The security gates, that use RFID signals to track when items come and go out of the building, have failed. An order has been placed with our vendor to replace them. The parts will be available in the coming months, and we hope to have them installed in late July or early August. We will budget the cost of replacement into our FY2024-2025 budget.

4. Minimum Wage:

1. A question will likely be on the November '24 ballot to increase the state minimum wage to \$15 over two years. If successfully passed, the first increase would happen on January 1st, 2025, with a bump to \$13.75 and another bump on January 1st, 2026 to \$15.

**BUILDING &
GROUNDS
COMMITTEE**

None.

**BYLAWS &
POLICY
COMMITTEE**

The committee met and reviewed the following policies and have no recommended changes: Personnel Policies – Excused Absence without Pay, Leave of Absences, Personnel Records and Separation of Service. Library Board Policies – Board Proxy Form, Open Meetings and Open Records, Procurement Policy. Library Policies – Author Visit and Solicitation. **Stacy made a motion to accept the policies, seconded by Dave. Motion passed.**

BUDGET

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

**PUBLIC
RELATIONS**

Jessica reported that the library will be submitting the library for the Library of Year Award through the Missouri Library Association and are seeking letters of support from patrons and community leaders.

**STRATEGIC
PLANNING
COMMITTEE**

None.

**UNFINISHED
BUSINESS**

None.

NEW BUSINESS

None.

**FRIENDS
FOUNDATION**

Red attended the May meeting where they set the dates for upcoming book sales and welcomed Molly Sobotka, attending as a potential new board member. They also approved the grant awards for the 2024-2025 fiscal year in the amount of \$24,912. The Friends next meeting will be June 18th at 4pm. Stacy will attend.

**CLOSED
SESSION**

At 8:00am 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”. **Dave made a motion to approve the salary recommendations of the personnel subcommittee. Kathy seconded. Motion passed.** Executive session concluded at 8:08am.

ADJOURNMENT

Stacy made a motion to adjourn the meeting seconded by Kathy. Meeting adjourned at 8:09 am.

NEXT MEETING

The next meeting will be on Thursday, June 27, 2024th @ 7am
Cape Public Library

Recorder: Linda Bailiff

