

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE MEETING of September 20, 2022

The Hannibal Free Public Library Board of Trustees held its regular monthly meeting, at **5:00 p.m., on Tuesday, September 20, 2022**, in the meeting rooms on the 3rd Floor at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401.

Present were Annie Dixon, Laura Judlowe, Kevin Knickerbocker (5:05 p.m.), J’Nelle Lee, Raymond Lee, and Sara A. North. Frank DiTillo Roy Hark, and Gordon Ipson were absent. Also present were Caitlin Greathouse (5:17 p.m.) and Hallie Yundt Silver

J’Nelle Lee chaired the Library Board meeting. She called it to order at 5:00 p.m.

Moved by Annie Dixon and supported by Laura Judlowe to approve Minutes of the Meeting of August 20, 2022. Motion carried.

Final Claims for September in the amount of \$54206.50 were distributed at the meeting. MasterCard claims in the amount of \$6,083.39 were included in the main packet. Claims included Claims included annual the elevator and HVAC service contracts, fire alarm testing, VOIP installation costs, annual renewal of Microsoft 365, and Summer 22 LSTA grant expenditures. Moved by Annie Dixon and supported by Sara North to approve the Claims for September 2022 in the amount of \$60,289.89.

The Investment Report was emailed in the Financial Packet. Moved by Laura Judlowe and supported by Annie Dixon to approve the Investment report for August 2022. Motion carried.

The City Financial Report was emailed in the Financial Packet.

Kevin Knickerbocker entered the meeting at 5:05 p.m.

The Transfer Recommendation was distributed. Moved by Sara North and supported by Kevin Knickerbocker to approve the Transfer Recommendation for September 2022, showing no transfers. Motion carried.

Hallie Yundt Silver reported that the Library received a Request for Reconsideration on *HeroRat!*, which she decided to have reclassified from picture books to children’s non-fiction. She said she wrote a letter to the patron.

There was no Public Comment.

There were no Committee reports.

The written Director’s Report was included in the packet. Hallie Yundt Silver confirmed that the problem patron had not returned to the Library since mid-August and that he would be followed when/if he returned. She said he would be trespassed from the building for a period of time

should he misbehave again. Hallie Yundt Silver added to her written Report. She confirmed that no Library Board members present were related within the third degree by blood or by marriage to Gavyn Hull, the Library's newly hired part-time Library Shelver. She passed around a sign-up sheet for assistance with the Library Board's new official email. There was consensus that she should send email to the Library Board's official email addresses and if requested also send it to any personal email addresses with the understanding that under the Sunshine Law email sent to personal addresses would potentially cause search and seizure of personal devices should there be a sub poena. There was consensus that December 13th at 5:00 p.m. would be a good day for the regular Library Board meeting in December.

Hallie Yundt Silver indicated she had nothing new to report on the Roof & Skylight Project. She confirmed that the Library Board had received the PDF's of the rebid specification and drawings. She also confirmed that no one needed printed copies.

Caitlin Greathouse entered the meeting at 5:17 p.m.

Consideration of the By-Laws was tabled last month. Hallie Yundt Silver recommended that the By-Laws continue to be tabled until the City's new ordinance is drafted.

Moved by Kevin Knickerbocker and supported by Annie Dixon to increase the Non-Resident Fee from \$100 to \$110 for the 2023 calendar year. Motion carried.

Moved by Kevin Knickerbocker and supported by Annie Dixon to access Ralls County Library a fee of \$33,000 in 2023 to be collected in two equal amounts of \$16,500 each. Motion carried.

Moved by Annie Dixon and supported by J'Nelle Lee to accept Librarian's Annual Narrative Report. Motion carried.

Moved by Annie Dixon and supported by Kevin Knickerbocker to authorize application for grants to help fund the Summer 23 program, including LSTA, Early Bird Kiwanis, and other possible grants. Motion carried.

Moved by Annie Dixon and supported by to adjourn. Motion carried.

The Meeting adjourned at 5:29 p.m.

Respectfully submitted,

Hallie Yundt Silver, Acting Secretary

Accepted,

J'Nelle Lee, President