

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES OF THE MEETING of February 8, 2022

Hannibal Free Public Library Board of Trustees held its regular monthly meeting at **5:00 p.m., on Tuesday, February 8, 2022**, in the meeting rooms on the 3<sup>rd</sup> Floor at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401. Present: Kim Ahrens, Roy Hark, Kevin Knickerbocker, Sara North, and Lauren Youse.. Absent: Frank DiTillo, Annie Dixon, J’Nelle Lee, Tom Prater. Also Present: Assistant Director Caitlin Greathouse, Library Director Hallie Yundt Silver.

Kim Ahrens chaired the Library Board meeting. She called it to order at 5:01 p.m.

Moved by Roy Hark and supported by Kevin Knickerbocker to approve the Minutes of the Meetings and the Executive Sessions of November 9, 2021, and January 11, 2022. Motion carried.

Final Claims for February in the amount of \$39,381.51 were distributed at the meeting. MasterCard claims in the amount of \$2,520.32 were included in the main packet. Claims included: snowplowing in early January (not entire month), reimbursement to Hallie Yundt Silver for Missouri sales tax, and supplies for the AED. Moved by Lauren Youse and supported by Kevin Knickerbocker to approve the Claims for February 2022 in the amount of \$41,901.83. Motion carried.

Discussion followed on the Library’s VOIP project in progress.

Moved by Roy Hark and supported by Sara North to table the Investment Report for January 2022. Motion carried.

Discussion followed on the City’s investment of the Library’s funds in MOSIP, the Missouri Securities Investment Program. There was consensus that Frank DiTillo’s opinion should be sought at Library Board Treasurer. The Investment Committee suggested that further discussion could be included on the agenda for its February meeting.

Discussion followed on the percentage of interest earnings through MOSIP and percentage rates offered by local banks.

Moved by Sara North and supported by Kevin Knickerbocker to authorize the Investment Committee to invest an additional \$100,000 for a term of six months in a local CD. Discussion followed that the Library Board had already approved investment of \$200,000 in a local CD, the term of which the Investment Committee would determine. Motion carried.

Merrilyn Parham's donation to the Dr. Merrill Roller account was acknowledged. It was announced that Kim Ahrens and Hallie Yundt Silver had written a thank you letter, which would be signed and mailed soon.

The City Financial Report was included in the Financial Packet. The Transfer Recommendation for February 2022 was distributed. Moved by Roy Hark and supported by Lauren Youse to approve the Transfer Recommendation, showing a transfer of \$300,000 from MOSIP to HomeBank. Motion carried.

There was no Correspondence other than the letter to Merrilyn Parham.

It was announced that the Investment Committee planned to meet on February 16<sup>th</sup>.

The Director's written report was included in the Main Packet. Hallie Yundt Silver had nothing to add to it.

Discussion followed on the report provided by Architechnics concerning the Roof & Skylight Project. Hallie Yundt Silver identified some concerns. There was consensus that Hallie Yundt Silver should consult with Peters Heating & Air Conditioning, Inc., concerning the heat pump installation on the roof. There was consensus that the architects were to do core samples before producing the report. It was noted that there was no mention of the sewer gas issue, which may be caused by the stack on the roof. There were questions whether the report addressed engineering to support possible increased weight should it be decided to convert the skylight to a clerestory. Kevin Knickerbocker suggested that landscaping along the south wall of the building might not be possible, given information from the report. He suggested that the architects be consulted about the possible need to grade and pave the area.

Moved by Sara North and supported by Roy Hark to instruct Hallie Yundt Silver to take concerns to Architechnics about deficiencies in the report in order to complete it. Motion carried.

Moved by Roy Hark and supported by Kevin Knickerbocker to accept the main LSTA Summer Reading Grant for 2022 in the amount of \$7,178.00, and the smaller Summer Reading Promotional Grant in the amount of \$206.29. Motion carried.

Congratulations were issued to Caitlin Greathouse for another successful grant application.

Moved by Roy Hark and supported by Kevin Knickerbocker to declare the following non-functional items surplus and to authorize their disposal or recycling: two white banquet tables, door to stall in women's restroom, a 7-plug APC Surarrest, and a Cisco ASA 5505 Firewall. Further moved to declare the two light fixtures from the Woman's Club Room surplus and to authorize the Library to attempt to sell them for \$5 each at the Book Sale in April. Motion carried.

Moved by Kevin Knickerbocker and supported by Roy Hark to authorize the Library to establish official Microsoft 365 email accounts for members of the Library Board. Motion carried.

A review of the Revenues Budget followed.

Moved by Roy Hark and supported by Lauren Youse to adjourn. Motion carried.

The meeting adjourned at 5:46 p.m.

Respectfully submitted,

Hallie Yundt Silver, Acting Secretary

Accepted,

Kim Ahrens, President