

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES OF THE PUBLIC HEARING & MEETING of August 15, 2023

The Hannibal Free Public Library Board of Trustees conducted a Public Hearing on its Ad Valorem Tax Rate immediately followed by its regular monthly meeting, at **noon., on Tuesday, August 15, 2023**, in the meeting rooms on the 3<sup>rd</sup> Floor at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401. Present were Frank DiTillo, Annie Dixon, Roy Hark, Gordon Ipson, Laura Judlowe, Raymond Lee, and Vickie Witthaus. Kevin Knickerbocker was absent. Also present were Joy McPike, Josh Thomas, Caitlin Greathouse and Hallie Yundt Silver.

Frank DiTillo chaired the Public Hearing. He called it to order at noon.

Hallie Yundt Silver announced that the Public Hearing was noticed at City Hall, on Library's bulletin board, and on the website. She stated that the legal ad ran on August 9<sup>th</sup> in the Hannibal *Courier Post*.

Hallie Yundt Silver continued with her recommendation concerning the Ad Valorem property tax rate. She indicated that the Library's voted rate is \$0.300 per hundred. She stated that the Library's rate allowed by the Hancock Amendment, at \$0.2854 remained unchanged from FY2021-2022 and FY2022-2023. She said that the Library Board is charged statutorily with the decision and recommended that the Library Board adopt the allowed rate of \$0.2854 per hundred. She concluded by announcing that the City's Public Hearing is at 6:15 p.m. that evening with adoption to follow and her plans to attend.

There was no Public Comment.

Moved by Roy Hark and supported by Gordon to adjourn. Motion carried.

The Public Hearing adjourned at 12:04 p.m.

Frank DiTillo chaired the Library Board meeting. He called it to order at 12:05 p.m.

Frank DiTillo administered the oath of office to Gordon Ipson and installed him as Vice-President. Gordon Ipson assumed the chair of the meeting.

Gordon Ipson administered the oath of a new member to Vickie Witthaus. The Library Board welcomed her.

Moved by Roy Hark and supported by Frank DiTillo to amend the Agenda and add under New Business, Item 14F, "Ad Valorem Tax Rate for 2022-2023.". Motion carried. (Roll call (all ayes): Annie Dixon, Roy Hark, Laure Judlowe, Ray Lee, Vickie Witthaus, Frank DiTillo, Gordon Ipson)

Caitlin Greathouse introduced Josh Thomas of Cardinal Contractors. Chad Fiedler, also of Cardinal Contractors, joined the meeting on speaker phone. They provided an overview of what their company could do to further the Roof & Skylight Project.

Moved by Annie Dixon and supported by Roy Hark to approve Minutes of the Meeting and Executive Session of July 18, 2023. Motion carried.

Final Claims for FY2022-2023 in the amount of \$200.52 were distributed. Moved by Laura Judlowe and supported by Roy Hark to approve the Final Claims. Motion carried.

Final Claims for August in the amount of \$53,384.40 were distributed at the meeting. MasterCard claims in the amount of \$3,061.20 were included in the main packet. Claims included the purchase of grand prizes from Dutch Country General store which was reimbursed by a donor, Cutting Edge, The Business Centre's annual contract the copier, vacuum cleaner parts, and MOREnet's annual invoice. Moved by Annie Dixon and supported by Roy Hark to approve the Claims for August 2023 in the amount of \$56,445.60. Motion carried.

Caitlin Greathouse announced that the Library had experienced a few problems with Claims recently. She indicated that the Library would pay the Hannibal Board of Public Works with the credit card, and that there other monthly expenses might also be paid by credit card, too.

Moved by Annie Dixon and supported by Laura Judlowe to amend on September 7, 2023, the Safety Deposit Box resolution at F&M by removing Hallie Yundt Silver as a signatory, adding Sheila Dennehy and retaining Caitlin Greathouse, Frank DiTillo, and Roy Hark as signatories. Further moved to amend on September 7, 2023, banking resolutions at AMG/IBN/Wedbush, Homebank, Commerce Bank, F&M Bank, and Exchange Bank of Northeast Missouri. The banking resolutions would remove Hallie Yundt Silver as a signatory, add Caitlin Greathouse and retain Roy Hark and Frank DiTillo as signatories. Motion carried.

July's Investment Report was emailed in the Financial Packet. Moved by Roy Hark and supported by Vickie Witthaus to approve the Investment report for July 2023. Motion carried.

The City Financial Report was included in the Financial Packet.

The Transfer Recommendation was distributed. Moved by Annie Dixon and supported by Roy Hark to approve the Transfer Recommendation for August 2023, showing \$2,080 to be transferred from Homebank to the F&M Operating account, and \$12,500 from AMG/IBN/Wedbush via wire transfer to the F&M Operating account. Motion carried.

Laura Judlowe reported that Kim Caisse had contacted her to suggest a fundraiser involving twenty roof-themed drawings. There was no other Correspondence.

There was no Public Comment.

A Special Call Library Personnel & Services Committee was scheduled for 2:30 p.m. on Thursday, August 17, 2023. There were no other Committee reports.

The written Director's Report was included in the packet. Hallie Yundt Silver and Caitlin Greathouse added the following to the written Report:

- Audit had begun.
- Hallie Yundt Silver will request any of her electronic files under Missouri's Sunshine Law or the Federal Freedom of Information Act.
- Library Board binders were distributed.
- Caitlin's fundraising for Raise the Roof campaign was updated to include donations in the amount of \$9,665. Caitlin indicated that other businesses were expressing interest in hosting events.
- Corrected Summer Reading statistics were distributed.
- Caitlin announced that Amber Cooley had resigned to take a position at Veterans Elementary. She indicated she was exploring what to do with Amber's position
- Moved by Laura Judlowe and supported by Roy Hark to close the Library building to the public on August 23<sup>rd</sup> to allow MOREnet's Network Upgrade and Cybersecurity visit to proceed. Motion carried.
- An update of Ralls County Library was provided.
- Hallie Yundt Silver said "Farewell." She indicated that she may need to volunteer after her retirement to clean her office. There was consensus that she could do so.

Moved by Frank DiTillo and supported by Roy Hark to authorize an additional Staff Planning Day on Thursday, September 14, 2023. Motion carried.

Discussion followed on the Downtown Hannibal Community Improvement District. There was consensus that it was timely for Hallie Yundt Silver to send her letter to the City Council soon.

The Surplus Equipment list was distributed. Moved by Roy Hark and supported by Annie Dixon to approve the proposed disposition of surplus equipment on the list. Further moved to set a minimum of \$150 for the antique oak table. Motion carried.

Moved by Frank DiTillo and supported by Roy Hark to authorize the Library to apply for the Summer 2024 LSTA grant, due December 1, 2023. Motion carried.

Moved by Roy Hark and supported by Vickie Witthaus to accept the FY2022-2023 Librarian's Annual Narrative Report. Motion carried. Hallie Yundt Silver indicated it would be forwarded to the Missouri State Library and City officials.

Moved by Roy Hark and supported by Ray Lee to set the Library's FY2023-2024 Ad Valorem Tax Rate at \$0.2854. Motion carried.

Moved by Roy Hark and supported by Frank DiTillo to adjourn.

The Meeting adjourned at 1:25 p.m.

Respectfully submitted,

Hallie Yundt Silver, Acting Secretary

Accepted,

Kevin Knickerbocker, President