

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
of May 19, 2026

The Hannibal Free Public Library Board of Trustees held its regular monthly meeting on May 19, 2026 at 12:00 p.m. in the meeting rooms on the 3rd Floor at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401.

Present were Laura Judlowe, Joy McPike, Raymond Lee, Jessica Gilmore, Tom Prater, and Harry Graves.

Absent were Kevin Knickerbocker, Roy Hark, and Linda Spaun

Also present were Caitlin Greathouse and Andrea Reinwald.

Laura Judlowe chaired the meeting. She called it to order at 12:01 p.m.

Laura Judlowe presented the Oaths of Office to Tom Prater. Tom Prater accepted the oaths with “I do” and was installed as a Hannibal Free Public Library Board of Trustee Member.

Joy McPike made the motion to approve the minutes of the regular meeting of April 21, 2026. Jessica Gilmore supported the motion.

Caitlin Greathouse explained the claims for April and the first half of May. Salaries totaled \$67,518.57 for three pay periods in April. Credit card claims totaled \$8,315.17 for April. Capital Projects for April and the first half of May totaled \$10,894.60. Other claims totaled \$13,905.14. Jessica Gilmore made the motion to approve the claims in the total amount of \$94,210.28. Joy McPike supported the motion. Motion carried.

Moved by Harry Graves and supported by Laura Judlowe to accept the Investment Report for April 2026. Motion carried.

The City Financial Reports for April 2026 were distributed at the meeting.

The Transfer Recommendation was distributed. Moved by Joy McPike and supported by Harry Graves to approve the Transfer Recommendation showing no transfer. Motion carried.

There was no correspondence. No Public Comment.

Caitlin Greathouse announced Tom Prater’s appointment to the Building and Grounds Committee by Kevin Knickerbocker. Tom Prater accepted the appointment.

Raymond Lee gave the Personnel and Services report. The Committee recommended the updated Personnel Manual to the full Board. Item up for approval and adoption under item E of New Business.

Caitlin Greathouse gave the report of the Investment Committee, Finance Committee, and Personnel Committee would need to meet before June’s meeting to discuss investment decisions and budget.

There were no questions about the written Director’s Report.

Laura Judlowe made a motion permitting Caitlin Greathouse to write and present a proclamation thanking Roy Hark for his years of service on the Hannibal Free Public Library Board of Trustees to be presented at the June meeting. Harry Graves supported the motion. Motion carried.

Harry Graves made a motion permitting Caitlin Greathouse to submit the quote from Cutting Edge as an invoice and hold the check until the landscape project is complete. Tom Prater supported the motion. Motion carried.

Joy McPike made the motion to approve the Director's Report. Jessica Gilmore supported the motion. Motion carried.

Laura Judlowe made the motion and Harry Graves supported the motion to approve the first reading of the slate of officers as follows:

President: Kevin Knickerbocker

Vice President: Jessica Gilmore

Treasurer: Joy McPike

Secretary: Laura Judlowe

Motion carried.

Harry Graves made the motion to amend the previously voted motion to place the Robertson Trust donation into the MOSIP account and instead schedule an Investment Committee meeting to place the Trust in a locally held money market account. Joy McPike supported the motion. Motion carried.

Motioned by Tom Prater and supported by Laura Judlowe to authorize the Finance Committee to approve any end of year matters. Motion carried.

Moved by Joy McPike and supported by Jessica Gilmore to add Leigh Anne Ford and Lauren Youse to the prospective list of Board of Trustees members. Motion carried.

Moved by Laura Judlowe and supported Joy McPike to schedule the Public Hearing for the Ad Valorem Property Tax Rate for August 18th at 12:00 with the regular meeting to follow. Motion carried.

Caitlin Greathouse presented Board Trustee continuing education resources available through the Missouri State Library webinar database. She was instructed to present short educational presentations when meeting agendas are light.

Harry Graves motioned to approve the *Hannibal Free Public Library Personnel Manual* with dates added to the footer of each page. Tom Prater supported the motion. Motion carried.

Motioned by Jessica Gilmore and supported by Joy McPike to set the Annual Budget Workshop including the Finance Committee and the Personnel Committee to June 4th at 12:00 p.m. Motion carried.

Moved by Raymond Lee and supported by Joy McPike to waive the requirement to obtain a third quote for the steel door replacement project. Motion carried.

Moved by Joy McPike and supported by Harry Graves to accept the American Glass quote for the steel door replacement project in the amount of \$7,350 (including the enamel paint additional cost). Motion carried.

Moved by Tom Prater and supported by Joy McPike to move the steel door replacement project to capital

projects for Fiscal Year 2026-2027. Motion carried.

Moved by Jessica Gilmore and supported by Joy McPike to adjourn. Motion carried. The meeting adjourned at 12:48 p.m.

Respectfully submitted,

Caitlin Greathouse, Acting Secretary

Accepted,

Kevin Knickerbocker, President