

The Sedalia Public Library Board met in regular session on April 11, 2022. Billie Dunn, President, called the meeting to order at 5:00 p.m.

Present: Norman Bell, Billie Dunn, Mitch Callis, Alice Clopton, Jackie Marshall, Byron Matson, Chris Paszkiewicz, Linda Sundy, Reva Woodward, Jamie Sparks, Director, and Stephanie Sneed, Recording Secretary

Also Present: Kelvin Shaw, City Administrator and Kevin Lujin

Absent: none

Motion: Norman Bell moved that March Minutes and Statistical Report be approved as presented; seconded by Byron Matson. All approved. The March Financial Report was not yet available from the City.

President's Remarks: Billie wished everyone a 'Happy Spring' and expressed appreciation to all Library workers in recognition of National Library Week.

Director's Report: Jamie thanked Billie Dunn for the candy treats and homemade bags and Chris Paszkiewicz for the dessert coupons from Ivory Grill to celebrate National Public Library Week. Staff members appreciated the gifts. **March Recap: Adult Services:** Adult Book Club attendance had an attendance of 10 people throughout the month. A Saturday morning Earring Make & Take Class had 4 participants.

Children's Dept: Dial-A-Story had 262 calls for the month of March. Toddler Time had a total of 12 children and 2 adults; Preschool Storytime had 3 children and 2 adults. Kid's Book Club was attended by 20 children and 6 adults, and the STEAM class had 6 participants. On Saturday, March 19, the Kid's Build Class had 13 children, and 9 adults. Little Sprouts Preschool visited the Library once again on March 31st.

Upcoming Events: Adult Programs will include Book Club on April 11th and 12th; Make and Take Paint Class on April 22nd; and Decluttering 101 Class on April 30th. Children's Programs: Kids Build Class April 16th; Preschool Storytimes, and a Monday evening STEAM class. Sedalia Public Library will also have a book featured in the Downtown Book Walk from April 18th through April 30th. The Library will be closed on Good Friday, April 15th and Sunday, April 17th so the staff can spend the Easter Holiday with their families.

Around the Building: There were no major building issues to report. The Library's new Community Meeting Room (formerly the Computer Lab) is now open to the public.

Sedalia Public Library now has a monthly newsletter. Jamie presented a copy of the April newsletter to the Board.

Library Staff: Amy Elvers, Children's Librarian, submitted her resignation. Amy's last day was Friday, April 8th.

Missouri State Library: Jamie received notification from the Missouri State Library that the 2020 Census revealed a “Legal Service Population” of 20,022, which is less than the 2010 Census count of 20,110. The service population is used as a guide to determine State Aid for the Library. This new 2020 Census count will be used for the next 10 years. Jamie also distributed a map to the Board illustrating the Library District established in 1965, which is a smaller area than that of the City of Sedalia. The Library provides services to all residents residing within the city limits, including those who live outside of the Library District.

Committee Reports: Newspaper Room Committee: The Committee met on Wednesday, April 6th to assess the condition of the room and begin necessary purging. Jamie will secure a dumpster for the project. The Committee will carefully evaluate items to be sure nothing historical is purged. Local historians will be consulted in the future as the project progresses.

Old Business: none

New Business: Summer Hours Adjustment: Jamie proposed the Library change the current closing time of 6:00 p.m. on Fridays to 5:00 p.m. throughout the summer months beginning Friday, June 3rd.

Motion: Norman Bell moved that the Library close at 5:00 p.m. on Fridays beginning June 3rd during the summer as proposed; seconded by Alice Clopton. All approved.

Juneteenth Federal Holiday: Jamie presented a request to the Board on behalf of library staff inquiring about the Juneteenth Federal Holiday, June 19th. Discussion ensued. The Board expressed that if any employee wishes to use the Holiday as a paid holiday may do so, but the Board did not want to close the Library for the Holiday.

Evergy Rebate: The library has had ongoing issues with the lighting throughout the building. Medallion Electric Company has serviced the library over the last several years replacing ballast as needed. The current replacement bulbs are also becoming obsolete. The Library has an opportunity to take advantage of the current energy savings by adding LED lighting while Evergy is offering a \$4.00 rebate. Medallion submitted a quote for furnishing and installing 136 LED Tubes from the 34 existing T12 4-lamp fixtures. This is for lighting in the Reference Room, Computer Room, and Lobby Area on the Main Floor. The quote submitted from Medallion Electric was for \$2,813.64. Discussion ensued. Kelvin Shaw recommended contacting the City’s Building Maintenance Supervisor, Doug Roberts, as an alternate electrician for the project.

Motion: Alice Clopton moved to go forward with the LED lighting project for the main floor with the approval from the Board to spend up to \$2,813.64; seconded by Chris Paszkiewicz. All approved.

Kelvin Shaw: COLA (Cost of Living Adjustment): Kelvin distributed a handout to the Board regarding Personnel Costs for the FY23 Budget. Kelvin further explained with the inflation rate currently at 7.9% and still climbing, the City Council has voted to give City employees a COLA

increase of 5.7% in addition to their 2.0% annual step increase. Kelvin used the handout to illustrate how the COLA increase impacts the labor market providing an incentive to aid in employee retention. Kelvin addressed questions from the Board. Since the Library recently awarded staff with an annual merit raise of 3.0% step increase, Jamie proposed a COLA increase of 4.7% to match the total increase approved by the City Council for City employees.

Discussion ensued. Norman Bell suggested that the Personnel Committee should meet to bring back a recommendation to the Board. Everyone agreed and a date will be set for the committee to meet.

Other Business: Norman Bell's term on the Library Board will expire in June, 2022. Candidates recommended for a replacement for Norman should be submitted to the Mayor in writing by the next City Council Meeting in May.

Motion: Chris Paszkiewicz moved the meeting be adjourned at 5:54 p.m., seconded by Jackie Marshall. All Approved.

The next regular meeting will be Monday, May 9, 2022 at 5:00 p.m. in the Board Room.

Respectfully submitted,
Stephanie Sneed, Recording Secretary