

The Sedalia Public Library Board met in regular session on Monday, April 14, 2025 in the Board Room. Billie Dunn, President, called the meeting to order at 5:00 p.m.

**Present:** Tessa Childers, Billie Dunn, Dana Foster, Jackie Marshall, Emily Schmidt, Elisabeth Tessone, Jamie Sparks, Director, and Stephanie Sneed, Recording Secretary

**Absent:** Lakin Janke, Byron Matson, Linda Sundy

Billie called for motions to approve the following reports:

**March Minutes: Motion:** Jackie Marshall moved the March Minutes be approved as presented; seconded by Elisabeth Tessone. All approved.

**February Financial Summary: Motion:** Tessa Childers moved the February Financial Summary be approved as presented; seconded by Jackie Marshall. All approved.

**March Statistical Report: Motion:** Elisabeth Tessone moved the March Statistical Report be approved as presented; seconded by Emily Schmidt. All approved.

**President's Remarks:** Billie Dunn extended a Happy Easter greeting to everyone.

**Director's Report: Building & Technology:** Jamie reported the Staff Work Room now has new updated cabinets and shelving installed on March 21<sup>st</sup> providing more efficient storage and work areas. On March 25<sup>th</sup>, the Children's Department received nine new bookshelves adding not only more shelving, but the storytime area has been rearranged to allow more seating and space for children and their parent/caregiver.

**HVAC update:** On March 10<sup>th</sup>, the remaining two surge protectors were installed on the East and West HVAC units.

On April 2<sup>nd</sup>, the southwest area of the basement flooded due to a hard, heavy rain earlier that morning. The plumbers determined the cause may have been the drain was not able to keep up with the sudden downpour, or there may have been a slight blockage, or a combination of both. An additional access point was made in the north wall behind the circulation desk and an auger was run about 115 feet to clear the drain. Best Carpet Care removed the excess water as well as set up several fans and dehumidifiers for two days in order to dry the carpets. The entire basement carpet was then professionally cleaned on April 10<sup>th</sup>. The Children's Department was temporarily closed during the clean-up of this incident.

The Library will be closed on Good Friday and Easter Sunday.

**Staff & Volunteers:** Annual staff evaluations took place on March 27<sup>th</sup> with employee review of individual job descriptions, areas of strengths and goals, and professional development opportunities.

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Two student volunteers to helped us scan remaining books which did not sale during the book sale. Any books accepted by Thriftbooks were shipped for resale. This was opportunity for students to earn volunteer hours for National Honor Society.

**Continuing Education, Meetings, and Library Goals:** Weeding, inventory, preparing for book sale, and closing out the current fiscal year. Staff is also currently planning and preparing for the 2025 Summer Reading Program.

**Collection and Materials: Statistical Report Notes:** March 2025 Statistical Summary reported 4869 circulated materials, an increase of 200 compared to March 2024. February 2025 was 4871 and March 2025 was 5069, an increase of 198. Fiscal Year 2023-2024 totals: 56,736. Fiscal Year 2024-2025 totals: 63,389. This is total increase of 6,653 circulated items over the last Fiscal Year. **Collection Update:** The library was able to place an additional book order in March to replace lost or damaged books in the adult collection. Additionally, the library replaced the 2010 World Book Encyclopedias with a 2025 set. We also replaced the 2013 Missouri Revised Statutes with the newest published version, 2016. Both collections are available to patrons in the Reference Room.

**Programming and Outreach: Adult Programs:** Monthly Book Clubs had a total of 14 participants; Adult Outreach is currently serving 48 homebound readers. With two additional monthly programs, 71 patrons receive services through Adult Services during the month of March. **Children's Programs:** The Lego Club meets twice monthly and has had 13 children and 8 parent/caregivers in attendance; Bookworms Book Club had 17 Children and 9 parents/caregivers; Weekly Preschool Storytime had a total 31 children and 21 parents/caregivers in March. Total Children's Program attendance for the month of March was 96 Children with 41 parents/caregivers.

**Excel Adult Hight School Program:** Two of the eight Excel Students currently enrolled have just completed required courses and have graduated. Of the remaining six, one is 91% complete and another student is 81% complete.

**News & Marketing:** The 2025 Book Sale revenue totaled \$1062. Books not shipped to Thriftbooks were donated to Salvation Army, Sedalia Area Literacy Council, Center for Human Services, and MO State Library.

**Federal Government:** March 14, 2025 – An executive order was issued to dismantle the institute of Museum and Library Services. On March 31<sup>st</sup>, IMLS Staff were placed on administrative leave. Currently, all funding for federal grants have been paused. We do not know many details, however, there may be potential library services which could be affected. Jamie will share more when any additional information becomes available.

House Bill 903: PROPOSED, went before State Senate 4/9/2025- "Beginning January 1, 2026, the percentage of the true value in money at which personal property is assessed will be reduced over a period of three years until it will be assessed at 18% of its true value in money." If passed, this will greatly impact MO libraries.

**Minutes**

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Sedalia Public Library received a \$900 grant from the Sedalia Area Literacy Council for the Summer Reading Program. Their annual Tea and Auction fundraiser is Sunday, April 27<sup>th</sup>; tickets can be purchased for \$5 at the door.

Donations were received recently from the Elizabeth Lee Lewis and Don Morton Estates.

**Other:** none

**Committee Reports:** none

**Unfinished Business:** Board Applications received as of 4/9/25 were reviewed. Two Board Seats will be vacant the end of June. Applications are still be accepted.

**New Business:** none

**Other Business:** none

**Public Comments:** none

With no further business to discuss, Billie called for motion to adjourn.

**Motion:** Jackie Marshall moved the meeting be adjourned at 5:32 p.m.; seconded by Dana Foster. All approved.

The next regular meeting will be Monday, May 12, 2025.

Respectfully submitted,  
Stephanie Sneed, Recording Secretary