

The Sedalia Public Library Board met in regular session in the Community Meeting Room on Monday, July 10, 2023. Billie Dunn, President, called the meeting to order at 5:00 p.m.

Present: Billie Dunn, Dana Foster, Lakin Janke, Jackie Marshall, Byron Matson, Emily Schmidt, Linda Sundy, Elisabeth Tessone, Jamie Sparks, Director, and Stephanie Sneed, Recording Secretary

Absent: Reva Woodward

Billie Dunn called for a motion to approve the June Minutes and Statistical Report.

Motion: Byron Matson moved that the June Minutes and Statistical Report be accepted as presented; seconded by Jackie Marshall. All approved. The Board reviewed a preliminary summary of the May Financials. Final May Summary will be ready for approval next meeting.

President's Remarks: Billie remarked she was pleased to see the June Statistical Report showing an increase in circulated items over previous months for the summer reading event.

Billie welcomed Lakin Janke, new member of the Sedalia Public Library Board. Lakin was appointed by Mayor Dawson to fill the vacancy left by Alice Clopton upon completing her term.

Director's Report

Building and Technology: The UV Window Protection Project was completed at the end of June. It was noted there is a difference in the amount of heat coming through the windows, especially the Mezzanine. Temperatures on the glass prior to the window protection project were at 110 degrees compared to a current reading of 76.5 degrees.

Staff & Volunteers: Betsy Lewis, Part-time Weekend Library Clerk, has resigned from her position but is willing to substitute if needed. The opening to fill Betsy's position has been posted.

Collections and Materials: Statistical Report: Jamie summarized the statistical report noting an overall decrease of 559 items circulated compared to June of last year. The Smith-Cotton Yearbook Archive is available once again on the library website.

Programming and Outreach: Jamie reported she is very pleased with the summer reading program so far this year and excited to keep the momentum going throughout July. Reading logs are due July 26th and prizes drawings will be July 28th. The summer event will conclude Saturday, July 29th with a 'Birthday Bash' celebrating the 122nd birthday of the Carnegie Building. Twenty brown paper gift bags will be decorated and filled birthday party supplies collected from patrons and staff and donated to Open Door.

Excel Adult High School Update: The press release went out at the end of June publicly announcing the scholarship opportunity. We have already received nine applicants. Sarah

Harper, program coordinator, was interviewed on KSIS radio providing details about the scholarship.

News and Marketing: Remax of Sedalia donated a percentage of their May closings to the library. A check for \$675 was presented to the library.

The Community Survey will start going out in the July 10th water bills. We will collect them until August 31st. Anyone completing the survey can come by the library to get a small gift as a thank you for their time.

Committee Reports: none

Old Business: 128th Annual Report: Jamie presented the 128th Annual Report for fiscal year ending March 31, 2023 to the board in June. Billie called for a motion to approve the annual report as presented. **Motion:** Jackie Marshall moved that the Board accept the 128nd Annual Report FY2022-23 as presented; seconded by Linda Sundy. All approved.

New Business: New Board Member Introduction: Jamie introduced Lakin Janke. Lakin and her family have been residents of Sedalia for three years. Lakin shared she looks forward to becoming more involved in the Sedalia community and is excited to be a member of the library board. She is a teacher for the Sedalia School District 200.

Video: The board viewed a video, '*What it Means to be a Trustee*'; a presentation by the American Library Association.

Pest Policy: Jamie presented a proposed policy for review regarding procedures to follow when circulation items are returned to the library with evidence of potential pests or noxious smells. This policy would aid in protecting and maintaining a healthy and clean environment for all Library patrons and staff, and protect the investments in the Library's collection, equipment, and property. **Motion:** Byron Matson moved that the board accept the proposed pest policy as written; seconded by Lakin Janke. All approved.

Other Business: none

Public Comments: none

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

Motion: Jackie Marshall moved the meeting be adjourned at 5:45 p.m., seconded by Byron Matson. All approved.

The next regular meeting will be Monday, August 14th at 5:00 p.m.

Respectfully submitted,
Stephanie Sneed, Recording Secretary

