

The Sedalia Public Library Board met in regular session on September 11, 2023 in the Community Room. Billie Dunn, President, called the meeting to order at 5:00 p.m.

Present: Billie Dunn, Dana Foster, Lankin 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 August minutes and statistical report as presented.

Motion: Byron Matson moved that the August minutes and statistical report be approved; seconded by Jackie Marshall. All approved. The August Financial Summary was not yet available.

President's Remarks: none

Director's Report: Building & Technology: There have been ongoing connection issues with our telephone service. At this time, three tickets have been submitted to Socket regarding this issue and they are looking into it.

The AC Unit's blower that controls the west side of the building was recently repaired. Home Heating made a service call, and the blower is operating at this time.

Power failures in the building seem to be more frequent. It typically goes off for a couple of minutes, then comes back on. This requires checking that the elevator is working properly, resetting the breaker, and silencing the Nightwatch Security alarm. This is more problematic on the weekends or when the library is closed.

Continuing Education & Meetings: United Way: Rachelle Smith, Director of United Way, and Jamie met to discuss community needs and ways we can work together to support each other. Sedalia Public Library Staff met on August 31st to discuss Missouri Library Standards; Sections 3 & 4.

Programming and Outreach: Adult Outreach Upcoming Programs: September programs for adult patrons will include Book Clubs and Chair Yoga. Chess Club, new monthly event, will begin on September 16th. **Children's Upcoming Programs:** Children's programs will resume with Monday evening's 'Kids Night' and Thursday morning's 'Preschool Storytime'. Children will also have an opportunity to sign up for a 15 minute time slot for an event on September 16th, 'Reading with Raymond', a therapy dog.

September is Library Card Sign-Up month. Our library is celebrating throughout the month while offering fine forgiveness to patrons when they use their card; a waiver of registration fees for first time out-of-district patrons; a Starbucks gift card drawing for 'Orange Cardholders'; Outreach Events; and an Open House to be held on September 18th from 4:30-6:30 p.m.

Other: Expired Library Cards: The library has implemented a more proactive approach to expiring library cards. We are now able to access a list of patron cards that are approaching expiration. Patrons will be called for renewal and any updates. This will now be a weekly task which will aid us keeping our active patron lists more current.

Committee Reports: none

Old Business: none

New Business: 2023-24 Tax Levy: A Public Hearing was held in Council Chambers in the Municipal Building on August 21, 2023 to adopt the tax levy for taxing entities of the City. The 2023 Assessed Valuation for the Library District is set for \$247,879,224. The Sedalia Public Library's tax levy for the upcoming year will be \$0.2344 (regular tax levy) and \$0.0681 (temporary tax levy) for a total of \$0.3025 per \$100 assessed valuation.

Motion: Jackie Marshall moved that the Board accept the Sedalia Public Library tax levy as presented at \$0.2344 (regular tax) and \$0.0681 (temporary tax) for a total of \$0.3025 per \$100 assessed valuation; seconded by Linda Sundy. All approved.

Policy Update: Donation and Gift Policy: This proposed policy was reviewed and discussed regarding procedures and terms when accepting any gifts or donations to the library. **Motion:** Lakin Janke moved the Donation and Gift Policy be approved as written; seconded by Byron Matson. All approved.

Library Standards Reviews – Sections 3 & 4: The full-time staff of Sedalia Public Library met on August 31st to complete and discuss the survey on Sections 3 & 4 of Missouri Library Standards. Jamie presented a summary of the assessment to the board of Section 3: Library Facilities and Section 4: Human Resources. The library staff concluded that our library is meeting the essential needs in these areas as determined by the Missouri Library Standards.

Short Takes Video: Board Ethics: The library board viewed video sponsored by ALA.

Other Business: none

Public Comments: none

Motion: Byron Matson moved the meeting be adjourned at 5:35 p.m., seconded by Linda Sundy. All Approved.

The next regular meeting will be Monday, October 9, 2023 at 5:00 p.m.

Respectfully submitted,
Stephanie Sneed, Recording Secretary

