

**Rolla Public Library
Board of Trustees
Minutes of October 17, 2024**

- I. **Call to Order and Roll Call:** Kristi Fleischhauer called the meeting to order at 4:05 p.m. Members present included: Amy Koenig, Kristi Fleischhauer, Julie Peterman, Helen Johnstone, Rachel White (via Zoom), Robert Haselwander, Brenda Linkeman, and Becky Roberts. Member(s) not present included: John Denbo. One vacancy remains.
- II. **Welcome to Visitors and Public Comment:** No visitors present.
- III. **Monthly Financial Review:** John Denbo, Treasurer, submitted his resignation due to personal reasons. Members asked for some clarifying questions about the finance report, Rebecca will ask the financial advisor and responses will be sent out via email.
- IV. **Review and Approve Minutes from Previous Meeting/Amend August 2024:** Corrections to the August meeting minutes were discussed. Clarification proposed: Todd Koenig will draft a plan to put in a drain to alleviate some of the roof issues and present it to the city for their approval. Amy Koenig motioned to approve correction for minutes and Brenda Linkeman seconded. Motion passed with all approved. Becky Roberts motioned to approve the minutes from the September meeting and Rachel White seconded. The motion passed with approval from seven members and one abstain.
- V. **Library Director's Report:** Rebecca Buckley reported that the Halloween-themed programs were going well, including a pet costume contest that had the staff excited. We now have 20 hotspots in circulation and they are in high demand. the MLA conference was good. Currently waiting on the printer kiosk and Rebecca is going to ask for financial credit from the company until the system works correctly. The HVAC systems in the office and the room next to it have been repaired and working well. An explanation of a bathroom incident that required the services of Servpro was discussed. Rebecca is serving on a Missouri Evergreen committee called K-Pac that is working on a children's online catalog. She is changing the newsletter to quarterly as discussed at the previous meeting and considering adding a blog to the website. Rebecca attended three webinars: marketing, user experience, and Sunshine Law. In November the program 1000 Book Before Kindergarten kicks off. Rebecca will be attending a conference in Columbia and Santa is coming December 19th. Possible building issues that will need to be discussed in the future include the back entrance steps because of corrosion issues, the sagging floor in the downstairs bathroom, and the children's building roof. Rebecca Maples was mentioned for doing well in her presentation in Newburg. A reminder was provided to the board that they are welcome to attend the Missouri S and T presentations.
- VI. **Old Business:**
 - a. **Facilities Committee:** Amy Koenig presented for the committee. The committee didn't meet this month. The Missouri S and T classes are making progress on their designs and will be presenting next month.

- b. FY24-25 Surplus:** Kristi Fleischhauer continues to work on the wardrobe portion and money has already been used on webinars.

VII. New Business: No new business to discuss.

VIII. Closed Session: Each member—Amy Koenig, Becky Roberts, Kristi Fleischhauer, Rachel White, Brenda Linkeman, Julie Peterman, Robert Haselwander, and Helen Johnstone—voted to close the meeting on a roll call vote. The board discussed relevant concerns and questions with their legal counsel.

Each member—Amy Koenig, Becky Roberts, Kristi Fleischhauer, Rachel White, Brenda Linkeman, Julie Peterman, Robert Haselwander, and Helen Johnstone—voted to open the meeting on a roll call vote.

IX. Schedule next meeting date: The next Library Board meeting will be Thursday, November 21st, 2024, at 4:00 p.m. in the Children’s Wing and available via Zoom.

X. Adjourn: Helen Johnstone motioned to adjourn, seconded by Brenda Linkeman. The motion passed with approval by all members present. The meeting adjourned at 5:39 p.m.