

**Rolla Public Library  
Board of Trustees  
Minutes of November 21, 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, Robert Haselwander, and Brenda Linkeman. Member(s) not present included: Becky Roberts and Rachel White. Two vacancies remain.
- II. **Welcome to Visitors and Public Comment:** No visitors present.
- III. **Monthly Financial Review:** Kristi Fleishhauer will ask questions to understand better how the numbers are reported. There were no other questions.
- IV. **Review and Approve Minutes from Previous Meeting:** Amy Koenig motioned to approve the minutes from the October meeting and Robert Haselwander seconded. The motion passed with approval from all present.
- V. **Library Director's Report:** Rebecca Buckley reported that she is still working on updating policies. She will be attending the Missouri Public Library Directors Conference in Columbia. The printing kiosk is still not working effectively and she is waiting to hear from the company. She will work on a project display policy after concerns were raised about the fiber arts display. The state library is taking a new position so there is an interim until the new Secretary of State appoints someone. The library received another generous donation of \$7000. Circulation is great with circulation numbers higher than ever. The Friends of the Library book sale is this evening and the next two days. Rebecca told the board that two of her Library Association membership dues are coming up. It is budgeted so membership will continue. Rebecca applied to be a member of a Substance Abuse Panel with notification November 30th. Currently, the library has a sensory program and tiny tots program. Reading Buddies, a new program will start in January.
- VI. **Old Business:**
  - a. **Facilities Committee:** The committee met on Tuesday. The meeting with the students went well. A tenant will be vacating at the end of December and it will not be rented again. The committee wants to hire a consultant to advise on future decisions for the building project. Any ideas for window clings to cover existing windows are appreciated. Current thoughts are historical photos or directions to the library and downtown area. Some demolition may need to be done. The committee will meet again in January after the tenant vacates to review. The committee is waiting on the roofer to see if the current roof can last another two years.
  - b. **FY24-25 Surplus:** Kristi Fleischhauer met with Ozark Embroidery to create a small catalog of gifting options for employees. She also asked Rebecca to review the dress policy.
- VII. **New Business:**
  - a. **Policy revisions with "patron in good standing" addition and definition:** A motion was made to amend the Collection Development Policy to say "An account is no longer in good standing when unpaid charges remain on the account after a grace period of 30 days." Amy Koenig provided the first and Brenda Linkeman seconded. Motion passed

with all in favor. A motion was made to amend the Library Card Policy to add the definition of an account no longer in good standing. Robert Haselwander provided the first and Helen Johnstone seconded. Motion passed with all in favor.

- b. Nomination of new Treasurer:** Kristi Fleischhauer nominated Robert Haselwander as the new treasurer. Julie Peterman seconded. Nomination passed with all in favor.
  - c. Updates on Tenants:** One of our tenants notified us that he has chosen to move to a new location.
- VIII. **Schedule next meeting date:** The next Library Board meeting will be Thursday, December 19, 2024, at 4:00 p.m. in the Children’s Wing and available via Zoom.
- X. **Adjourn:** Robert Haselwander motioned to adjourn, seconded by Amy Koenig. The motion passed with approval by all members present. The meeting adjourned at 5:04 p.m.