

Mexico-Audrain County Library District
Minutes for Board of Trustee's Monthly Meeting
January 19, 2022 at the Martinsburg Community Room

Call to Order:

The meeting was called to order by President Sims at 10:30 a.m. Board members present included Amy Childs, Kay Dubbert, Jessica Johnson Ekern, Karen Mossman, Kay Robnett, Steve Sims, Sue Waechter and Glenda Williams. Members absent: Connie Hesse

Also present: Library Director, Christal Bruner, and Office Manager, Monica Taylor.

Patron concerns/Public comments: None.

Approval of bills and minutes:

Approval of November and December bills with a motion by Ekern, second by Childs; motion passed 8-0 by roll call vote. Yes votes from Childs, Dubbert, Ekern, Mossman, Robnett, Sims, Waechter and Williams.

Approval of November minutes with a motion by Robnett, second by Williams; motion passed 8-0 by roll call vote. Yes votes from Childs, Dubbert, Ekern, Mossman, Robnett, Sims, Waechter and Williams.

Monthly Reports:

Director's Report – sent in packet

Statistical Reports – sent in packet

Committee reports:

Finance/Endowment/Investment Fund Committee ***Ekern, Robnett***

Budget amendment: The proposed amended budget which provided allowances for auditor adjustments was rejected, and after much discussion the Board's general consensus was to use the actual unadjusted cash figures. Childs made a motion to amend the 2021 budget to match the actual unadjusted cash figures; Ekern seconded. Motion passed 8-0 by roll call vote. Yes votes from Childs, Dubbert, Ekern, Mossman, Robnett, Sims, Waechter and Williams.

Audit update: As documented in the August 2015 Board minutes, former auditor Glenn Jensen had told the Library Board that the budget could be amended after the end of the year. The new audit firm has stated that budget amendments must be made prior to December 31 of the budget year. The related statute was written in 1961 and has not changed. The statute does not specifically state when budgets can be amended so it is open to auditor interpretation. 2021 was an unusual year with large, unexpected expenses at year-end, plus the library was billed for the entire Mexico building repair earlier than we were originally told we would be billed, and that changed the timing of when large payments were made. In the future, the library district will hold a special meeting, if needed, to amend the budget in the current budget year.

Endowment Fund CD update: The Endowment Fund CD matured on 1/10/2022. The library had \$430 in endowment contributions to be added to the fund. A new CD was opened at The Bank of Missouri for a 2-year term earning 0.43% interest.

Property/Equipment/Building Committee

Childs, Dubbert, Waechter

Vandalia entryway and parking lot: A pre-bid meeting was held on Friday, January 14th with 4 companies attending. Bids are due by noon on Saturday, January 22nd. The committee has a follow-up meeting scheduled on January 27th to review the bids and make a recommendation to the full Board. To move the process forward quickly we will hold a special meeting by email to make the final decision on which company to select for the project.

Mexico Library Building Repairs: Staat has been paid. Their lift is still on the parking lot.

Personnel Committee

Hesse, Mossman, Williams

An update was made to the Personnel Policy to add that the library prohibits employment discrimination on the basis of marital status or sexual orientation.

Unfinished business:

The Open Meetings and Records Policy discussion was tabled until February when the library's attorney may attend virtually to discuss in more detail.

The discussion on Board Bylaw updates was tabled until February.

New business: None.

Staff concerns: None.

Executive Session: None.

Other: None.

Next meeting:

The next regular meeting is scheduled for 10:30 a.m. Wednesday, February 16, 2022 at the Martinsburg Library/Community Room.

Adjournment:

The meeting was adjourned at 11:30 a.m. with a motion by Childs, second by Robnett; motion passed 8-0 by roll call vote. Yes votes from Childs, Dubbert, Ekern, Mossman, Robnett, Sims, Waechter and Williams.