

MINUTES
Cass County Public Library Board of Trustees
Regular Board Meeting
Harrisonville Branch – Meeting Room
May 15, 2024 @ 4:45pm

Call to Order: 4:45pm

Trustees roll call attendance taken by Board President Tonya Long:
Present: Roger Toomey, Diana Larson, Tonya Long, Jessica Levsen, Becky Klein
CCPL Staff present: Library Director Robin Hudson, Assistant Director Leigh Hallenberg,
Business Manager Lori Schneider

Meeting was streamed via YouTube. The recording can be found on the library's YouTube channel.

Pledge of Allegiance

Approval of Agenda

Diana Larson moved, seconded by Becky Klein, to approve the agenda as presented.
Motion passed by majority vote.

Consent Agenda

Jessica Levsen moved, seconded by Roger Toomey, to approve the consent agenda, including the regular meeting minutes from April 17, 2024, the financial reports for April, and the May 2024 payables. Motion passed by majority vote.

Public Comments

The Board heard comments from Connie Poisal and Tom Marshall.

Unfinished Business

None.

New Business

Steve Potter from Potter Training and Consulting presented a Capital Improvement and Replacement Plan proposal. Discussion followed.

Becky Klein moved, seconded by Diana Larson, to hire Potter Training and Consulting for \$5,250 for 35 hours for the project. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

The board reviewed the Epidemic and Public Emergency Policy, and the First Amendment Audit Policy.

Jessica Levsen moved, seconded by Diana Larson, to approve the Epidemic and Public Health Emergency Policy as presented. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

No action was taken to adopt the First Amendment Audit Policy.

Director's Report

Staff changes include:

New Hires: Leigh Hallenberg started as Assistant Director on May 13.

Open positions: 24-hour Bookmobile Driver/Assistant, 20-hour Harrisonville Library Assistant.

Branch Activity Reports

Director Robin Hudson gave updates about maintenance issues at NRC and Pleasant Hill. She also informed the Board about MACAA Grants awarded to Archie and Garden City for \$500 each. Director Hudson showed the board the new Overdrive resource available at all branches via iPads.

Trustees' Comments

Diana Larson spoke of her response to recent public comments.

Recess to Executive Session

At 6:02pm, Diana Larson moved, seconded by Becky Klein, to recess to executive session under Missouri Revised Statute 610.021.1 to discuss legal issues, Missouri Revised Statute 610.021.2 to discuss real estate issues, and Missouri Revised Statute 610.021.13 to discuss personnel records. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

At 6:30pm, Roger Toomey moved, seconded by Jessica Levsen, that the closed executive session end and regular session resume. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

Actions from Executive Session

Becky Klein moved, seconded by Jessica Levsen, to approve Executive Session Legal and Real Estate Minutes from 4/17/24. On roll call vote: Toomey-Aye, Klein-Aye, Larson-Aye, Long-Aye, Levsen-Aye. Motion passed.

Adjournment

It was moved that the meeting adjourn. This was seconded and passed by majority vote at 6:32pm.

The next regular scheduled meeting will be held Wednesday, June 19, 2024 at 4:45pm.

Approved by the Board on _____, 2024

Secretary

Library Director