

**City of Tipton Municipal Library District
Board of Trustees Meeting
July 24, 2025**

I. CALL TO ORDER

Jeanne Edwards, president, called to order the regular meeting of the City of Tipton Municipal Library District Board of Trustees at 6 p.m. Thursday July 24, 2025, at Price James Memorial Library, Tipton, Mo.

II. PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

III. ROLL CALL: The following trustees were present: Jeanne Edwards, Reta Bestgen, Debbie Schreck, Lori Bestgen, Karla Pettigrew, Joanne Koechner and Kerry Uptergrove. Trustees Georgianne Morgan and Donna Raymond were absent. Library Director Marsha Nelson was also present. The guest was Henry Bestgen.

IV. APPROVE AGENDA:

Lori Bestgen made a motion to approve the amended agenda. Reta Bestgen seconded and the motion carried.

V. APPROVE MINUTES FROM LAST MEETING: Secretary Karla Pettigrew previously distributed the minutes of the June 26, 2025, meeting via email. Debbie Schreck made a motion to approve the minutes, Kerry Uptergrove seconded and the motion carried.

VI. TREASURER'S REPORT

Treasurer Lori Bestgen provided copies via email of the treasurer's report which included the general ledger, balance sheet and the current operating budget. Lori Bestgen reviewed the report for the board. Joanne Koechner made a motion to approve the treasurer's report. Debbie Schreck seconded and the motion carried.

VII. LIBRARY DIRECTOR'S REPORT

Marsha Nelson, library director, previously distributed the June circulation report via email and gave a general update with the following items

Outreach: Marsha read at the Maclay Home celebration on the 4th of July and went to California to Childcare Village Inc. for a story time during its "Reading is Magic" Week.

Bats: There was an unexpected visitor to the library. Library clerk Erin Noland found a tiny bat and swept it out. Library staff are looking for others or a way that they are getting in. Marsha has alerted the city about the problem.

Summer Story Time: One story time left. There has been good attendance for most of the time. Two guests have conducted programs: Joni Harper with a bee session and Rosalee Knipp with a general bug session. Mary McIntyre volunteered to make cookies again. Erin Noland did a fantastic job matching the crafts and snacks to the books she read. She has next year's story ideas already planned. She will attend the August board meeting to report on the program and answer questions.

Windows: Eddie Noland is looking into the cost for heat control low-E window film. Library staff have noticed the bookcases closest to the windows are fading, as is the roll-top desk. The window film would probably cut the electric bill some as well.

ArrowHead Evaluation: Marsha contacted Tim Dunham, of Otterville, about insuring the arrowheads. He believes the case downstairs is worth around \$5,000 alone. The other cases need to be appraised as well.

Summer Work: Library staff have changed the layout of books in the library. Maps and signs will be available for patrons to use if needed. All materials used by children and young people will be in the front area of the library. Collections such as Amish, historical fiction, cozy mystery and fantasy are in one room. The inventory is finished and bookcases upstairs have been tidied up as well. It has been a work in progress for the summer, but things look great.

VIII: FRIENDS OF PRICE JAMES LIBRARY: Nothing to report.

IX: PRESIDENT'S COMMENTS: The president welcomed new board member Joanne Koechner and returning board member Reta Bestgen.

X: UNFINISHED BUSINESS:

Policy Revised: Lori Bestgen made a motion to add "to the fourth degree" to the Conflict of Interest Policy. Kerry Uptergrove seconded motion and motion passed.

Policies Reviewed: The board reviewed the following Library Safety and Security Policies: Emergency/ Non-emergency/Snow Closing Policy, Emergency Plan and Incident Report Form. Next month the board will begin a review of the Library Collections Policies starting with the Library Service Policy.

XI: NEW BUSINESS:

Newly Appointed Board Members: Returning board member Reta Bestgen and new member Joanne Koechner were welcomed to the board. New board member Donna Raymond was absent.

Election of Officers: Karla Pettigrew made a motion to retain all officers for the 2025-26 year. They are president, Jeanne Edwards, vice president, Kerry Uptergrove, secretary, Karla Pettigrew, and treasurer, Lori Bestgen. Kerry Uptergrove seconded motion and motion passed.

Outside Sign: The lights on the outside library sign are still not working. Joanne Koechner will ask her husband to look at it and see what needs to be done to get it lighted again.

Amigos Bill: Lori Bestgen made a motion to approve the Amigos bill of \$2,035. The bill covers maintenance, future content purchases, magazine fee and administrative fee. Reta Bestgen seconded motion and motion passed.

Next Meeting: The next meeting will be at 6 p.m. Thursday, Aug. 28, 2025, at the library.

The meeting adjourned at 7:18 p.m.
Minutes submitted by Karla Pettigrew