

**City of Tipton Municipal Library District**  
**Board of Trustees Meeting**  
**March 24, 2022**

**I. CALL TO ORDER**

Jeanne Edwards, president, called to order the regular meeting of the City of Tipton Municipal Library District Board of Trustees on Thursday, March 24 , 2022 at 6:00 p.m. at Price James Memorial Library, Tipton, MO.

All present recited the pledge of allegiance.

The following trustees were present: Jeanne Edwards, Reta Bestgen, Nancy Bookout, Georgianne Morgan, Karla Pettigrew, Kerry Uptergrove. Library Director Marsha Nelson was also present. Trustees Becky Holloway and Deann Lawson were absent.

**IV. APPROVE AGENDA:** Nancy Bookout made a motion to approve the agenda, Georgianne Morgan seconded and the motion carried.

**V. APPROVE MINUTES FROM LAST MEETING:** Reta Bestgen previously distributed the March 3, 2022 meeting via email. Karla Pettigrew made a motion to approve the minutes. Kerry Uptergrove seconded and the motion carried.

**VI. TREASURER'S REPORT**

Lori Bestgen distributed the treasurer's report by email which included a review of the general ledger, balance sheet, and the current Ameren bill of \$93.55. Nancy Bookout made a motion seconded by Georgianne Morgan to approve the treasurer's report and the motion carried.

**VII. LIBRARY DIRECTOR'S REPORT**

Marsha Nelson, library director, provided a general update, with the following items.

**Programs:** Marsha stated The Grow and Garden club's program was well attended with 15 attending. The library was gifted with another African violet.

**Incident Report:** Marsha reported she had already sent each of the Trustees the report. The person has not returned.

**Website:** Marsha reported the library has received the domain name. The website will be published and available for patrons to view on Friday.

**Virtual Presence:** Marsha reported for the month of February there were 1521 engagements and 425 reactions on the library's Facebook page.

**Inventory:** Marsha stated Jennifer Cary is finishing the inventory with adult fiction. This will be the final inventory until fall.

**Technical Writing Showcase:** Marsha reported she will be attending the Technical Writing Showcase on April 12 at the University of Central Missouri.

#### **VIII. FRIENDS OF PRICE JAMES LIBRARY REPORT:**

Marsha reported the Friends will have an April meeting to discuss possible Olive Ashurst Day or another function.

**President's Comments:** Jeanne Edwards reported the annual report to the city council will be given in April after the municipal election. Marsha Nelson will be giving the report on April 11 at the city council meeting.

#### **X. UNFINISHED BUSINESS**

**CD Purchase:** Lori Bestgen led a discussion for the trustees on the status of the library's certificates of deposit. Nancy Bookout made a motion to purchase a certificate of deposit in the amount of \$10,000 at the rate of .5 percent for 12 months. Karla Pettigrew seconded the motion and the motion carried.

**Technology Plan:** A discussion was led by Marsha Nelson of the Technology Plan Committee. She will send a copy of Morgan County Library's technology plan to all the committee members. Marsha will also start to plan three technology classes which will be a how to video on accessing E-books, an introduction to Chromebooks, and how to access the book catalog.

A discussion was led by Georgianne Morgan and Nancy Bookout of the Yard Sign Committee. They are gathering information about different businesses who produce signs. A tentative meeting with Mark Koechner is scheduled to discuss potential designs.

#### **NEW BUSINESS:**

**Yard Cleanup:** Jeanne Edwards led the discussion for a proposed spring yard cleanup. It was decided to postpone until after the April meeting.

The next regular meeting is set for 7 p.m. Thursday, April 28 , 2022.

There being no further business, Jeanne Edwards , president, adjourned the meeting.

Minutes submitted by Reta Bestgen, Secretary

Minutes approved by Jeanne Edwards, President

