

**City of Tipton Municipal Library District**  
**Board of Trustees Meeting**  
**March 3, 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 3 , 2022 at 6:00 p.m. at Price James Memorial Library, Tipton, MO. This is the February 24 meeting which was postponed due to inclement weather.

All present recited the pledge of allegiance.

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

**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 minutes from the January 27, 2022 meeting via email. Becky Holloway made a motion to approve the minutes. Karla Pettigrew 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 \$98.07. Deann Lawson 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.

**Webinars:** Marsha reported she attended the “Transitioning to Libby” webinar on February 2 from home as the library was closed because of the weather. Marsha also started her six-week webinar on building the library website with Ploud. There is one

workshop a week for an hour and then a tutorial workshop after that. So far, she stated she has logged in 6 hours with Ploud and is building a good website for the library.

**Programs:** Marsha stated there was book signing with Karen Wilson who wrote the book Andrea and The Mummy's Curse on February 26. There were 29 in attendance. The Garden Club program is set for March 15 at 10:30 a.m. She is advertising on Facebook and her column in the Tipton Times. The Rockfest with the Keene family has been postponed until May.

**School Library Incident:** Marsha reported that Deann Lawson called her to let her know 6 Minecraft books were at the school. The child who had them had not checked them out from Price James. Deann confiscated them for her. The child came in a few weeks later and Marsha had a talk about consequences. The child will leave his backpack by the front desk from now on and the child's parent was contacted.

**Building:** Marsha stated she has completed and submitted to the city the building inspection she does every month. She stated she made a note the stair railing was still wobbling because it has not been attached back to the post.

**Banned Books:** Marsha informed us that other libraries are putting in policies for banned book procedures. There are a couple of policies that touch on procedures in the circulation and patron comments policies. She stated there is not a need for a policy at this point and it may never be an issue. She just wanted us to be aware.

**Grants:** Marsha stated she has talked to the state library about a Spotlight on Literacy grant. The date to begin applying will be in May.

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

There was no report from the Friends.

**President's Comments:** There were no comments by the president.

## **X. UNFINISHED BUSINESS:**

Jeanne Edwards led a continued review of library policies. Those reviewed were Behavioral Guidelines: Patron Behavior/Conduct Policy.

The discussion to purchase an additional CD was postponed until the March 31 meeting.

A discussion was led by the Technology Plan Committee on replacement and retention of the technology devices and warranties.

A discussion led by Georgianne Morgan and Nancy Bookout of the Yard Sign Committee. They were gathering information about different businesses who produce signs.

Jeanne Edwards led a discussion on whether to add policies to the library's new website. Becky Holloway made a motion to place all the library policies on the website. Karla Pettigrew seconded the motion and the motion carried.

**NEW BUSINESS:**

Jeanne Edwards led a discussion on salary increases for the three library employees. A motion was made by Nancy Bookout to increase the salaries of three employees by 10 percent effective March 1. Georgianne Morgan seconded the motion and the motion carried.

The next regular meeting is set for 6 p.m. Thursday, March 31, 2022.

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

Minutes submitted by Reta Bestgen, Secretary

Minutes approved by Jeanne Edwards, President

