

**City of Tipton Municipal Library District
Board of Trustees Meeting
May 28, 2026**

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, May 28, 2026, 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, Debbie Schreck, Karla Pettigrew, Donna Raymond, Reta Bestgen, Kerry Uptergrove and Joanne Koechner and Lori Bestgen arrived at 6:42 p.m. Trustee Georgianne Morgan was absent. Library Director Marsha Nelson was also present. Alex Balinski was a guest.

IV. APPROVE AGENDA:

Debbie Schreck made a motion to approve the agenda. Reta Bestgen seconded and the motion carried.

Presentation: Alex Balinski demonstrated a library software program he has created and would offer to the library at no cost.

V. APPROVE MINUTES FROM LAST MEETING: Secretary Karla Pettigrew previously distributed the minutes of the April 23, 2026, meeting via email. Kerry Uptergrove made a motion to approve the minutes, Reta Bestgen seconded and the motion carried.

VI. TREASURER'S REPORT

Treasurer Lori Bestgen provided copies of the treasurer's report which included the general ledger, balance sheet and the current operating budget. She reviewed the treasurer's report. Kerry Uptergrove made a motion to approve the treasurer's report. Joanne Koechner seconded and the motion carried.

VII. LIBRARY DIRECTOR'S REPORT

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

Summer School Classes: There are 10 Tipton summer school classes with 12-26 students in each class coming to the library for storytime and to check out books. The class times are scheduled to work around the summer reading program on Mondays and the I-Cook classes on Tuesdays.

Summer Reading Program: Erin Noland has the first session of the summer reading program ready to go on Monday, June 1.

Upstairs: Erin Noland has been cleaning the rooms upstairs and should be finished this week. It will be a vast improvement.

Courier Service: Due to the library's much lower volume of borrowed books, the state has decided to reduce the courier service to one day a week. Starting July 1, the courier day will be Tuesday. Also in July, the state department that runs the courier service will start a new book tracking system.

Visa Card: As an alternative to the Chase credit card currently in use, Marsha is exploring switching to a credit card with Commerce Bank. Monthly payments could be handled with a walk across the street as opposed to using USPS.

State Grant And Aid: The library received the second and final payment of the grant for the laptops, checkout computer and printer. The library also received payments from the state library for state aid, small municipal libraries and the athletes and entertainers tax fund.

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

IX: PRESIDENT'S COMMENTS: The president thanked Marsha for contacting the city for removal of city records stored upstairs, to Erin for her work upstairs and to Maria Keirse for taking a lot of items that were upstairs and putting them in her garage sale. Maria stated the proceeds of the things she sells will be donated to the library.

X: UNFINISHED BUSINESS:

Outside Library Sign: Kent Koechner and Joanne Koecher replaced a switch and sensor and added rope lights to the outside library sign. There was water in the bottom of the sign which is why the light was not working. Kent drilled several more holes in the bottom for the water to drain.

Changing Financial Software: Lori Bestgen and Marsha are now using Quickbooks online for payroll.

XI: NEW BUSINESS:

Proposed Software Plan: Because the proposed software plan from the presentation earlier in the meeting lacks criteria the state of Missouri requires, no action was taken.

Approve Renewal of CDs: Karla Pettigrew made a motion to combine CDs 301921 and 302665 at BTC Bank into one CD for 12 months at an interest rate of 3.85 percent. Kerry Uptergrove seconded the motion. Motion passed.

Next Meeting: The next meeting will be at 6 p.m. Thursday, June 25, 2026.

The meeting adjourned at 7:11 p.m.
Minutes submitted by Karla Pettigrew