**City of Tipton Municipal Library District**

**Board of Trustees Meeting**

**June 22, 2023**

1. **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, June 22, 2023, at

Price James Memorial Library, Tipton, Mo.

The following trustees were present:  Jeanne Edwards, Georgianne Morgan, Karla Pettigrew, Lianne Twyman, Emily Heard,  Upergrove.  Library Director Marsha Nelson and Debbie Schreck were present.  Trustees Deann Lawson, Lori Bestgen and Reta Bestgen were absent.

**II. APPROVE AGENDA:**

Georginne Morgan made a motion to approve the agenda, Kerry Uptergrove seconded

and the motion carried.

**III. APPROVE MINUTES FROM LAST MEETING:**

Karla Pettigrew previously distributed the minutes of the May 25, 2023, meeting via email. Emily Heard made a motion to approve the minutes, Kerry Uptergrove seconded and the motion carried.

**IV. TREASURER’S REPORT**

Lori Bestgen previously distributed the treasurer’s report by email which included a review of the general ledger, balance sheet and the current operating budget. Jeanne Edwards reviewed the treasurer’s report.  Kerry Uptergrove made a motion to approve the treasurer’s report.  Georgianne Morgan seconded and the motion carried.

**V. LIBRARY DIRECTOR’S REPORT**

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

**City Council:** Tipton City Council approved Debbie Schreck as new board member.  Current members Georgianne Morgan and Karla Pettigrew were reappointed.

**Directors Meeting:**  Marsha Nelson attended the Missouri Public Library Directors conference in the Kansas City area June 1 and 2.  She learned about some Missouri Library Association grants for technology that will open July 1 with a deadline in September. Grants will be for next year’s budget.  She is also listening to other librarians and is pleased to know that the Tipton district is ahead of others with its revised policies and application for library cards. Deadline is July 31 for submission of the state aid compliance documents.

**Leadership Moniteau County:**  Marsha’s application for Leadership Moniteau County was received and is being reviewed by the Leadership board.

**Libby Zoom Meeting:**  Marsha had a Zoom workshop on Libby and learned several tips for patrons and on her side of Libby. The instructor sent her several online kits to download and she will be offering a class on how to access Libby in the next couple of months.

**Story Time:**  There was a good turnout for Monday storytimes.  Library personnel also have been providing stories on Tuesday, Wednesday and Friday for 10 school summer school classes.  Guest readers have been Becky Holloway, Ellen Allee, Katie Kuttenkuler and Sharon Rugen.

**Technology Plan:**  Marsha sent the 2022 technology plan to Kerry Uptergrove and Emily Heard and she will meet with them to start updating the plan.

**Missouri Department of Conservation/Extension Office:**  Marsha is currently working on some adult education programs for summer and fall through these two departments. She plans to compile a list of possible classes and then take a survey to gauge patron interest in the programs.

**Youth Book Club:** A young person asked if a youth book club could be started at the library.  Marsha told them that was a possibility but it would have to be held when the library is open.

**Marble Fireplace:**  Marsha noticed on the east side of the fireplace there is a crack in the marble facing and on the west side there is a piece of marble missing. She will keep an eye on the crack and look for assistance from someone who might be knowledgeable about older fireplaces.

**VI:  Friends of Price James Library:** Friends of Price James Library has filed papers with the state of MIssouri to remain a tax exempt organization.

**VII: President’s Comments**

New board members will take positions and election of officers will be held next month.

**VIII:  UNFINISHED BUSINESS**

**Flagpole Light:**  Still waiting for city maintenance crew to install the flagpole light.  If not installed by next month's meeting, someone else will be sought to install the light.

**Parking Lot:** Stripping of the parking lot has been completed, but the curb still needs to be striped to indicate a step down. Marsha has called Lance Murphy but hasn't heard from him about completing the project.

**Policy changes:**  A motion was made by Lianne Twyman and second by Kerry Uptergrove to approve policy changes for the following policies:  Meeting Room,

Collection Development, Collection Management and Circulation. These policies are required to meet state aid compliance by July 31. Motion passed.

**IV:  NEW BUSINESS:**

**Changes in Policies:** Marsha presented a change to the Patron Complaint form that will be on the agenda to be approved at the next meeting.

**Technology Committee:**  The Technology Committee of Kerry Uptergrove, Emily Heard and Marsha Nelson plan to meet and report next month on updating the current plan.

**Next Meeting:** The next regularmeeting is set for 6 p.m. Thursday, July 27, 2023 at the library.

Meeting adjourned at  6:50 p.m.

Minutes submitted by Karla Pettigrew