

**City of Tipton Municipal Library District
Board of Trustees Meeting
May 25, 2023**

Ribbon Cutting: Price James Library District Board of Trustees held a ribbon cutting for the new Price James Library sign at 6:00 p.m. Thursday, May 25, 2023. Present were Jeanne Edwards, Reta Bestgen, Georgianne Morgan, Karla Pettigrew, Lianne Twyman, Emily Heard, Kerry Uptergrove, Marsha Nelson, Nancy Bookout, Jennifer Cary, Debbie Schreck and Lila, Hannah and Brant Uptergrove.

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 25, 2023, at Price James Memorial Library, Tipton, Mo.

The following trustees were present: Jeanne Edwards, Reta Bestgen, Georgianne Morgan, Karla Pettigrew, Lianne Twyman, Emily Heard, Kerry Uptergrove. Library Director Marsha Nelson, Debbie Schreck and Lila, Hannah and Brant Uptergrove were present. Trustee Deann Lawson and Lori Bestgen were absent. Kerry Uptergrove and Lila, Hannah and Brant Uptergrove left the meeting at 6:55 p.m.

II. APPROVE AGENDA:

Emily Heard made a motion to approve the agenda, Reta Bestgen seconded and the motion carried.

III. APPROVE MINUTES FROM LAST MEETING:

Karla Pettigrew previously distributed the minutes of the April 27, 2023, meeting via email. Georgianne Morgan made a motion to approve the minutes, Lianne Twyman 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 read 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 April circulation report via email and gave a general update with the following items.

City Council: Jeanne Edwards and Marsha Nelson gave the City Council an account of the library's year for 2022 and some ideas for needs this year. Follow up, Mark Hampton and Lora Dicus were in the parking lot Monday, May 8, and had been checking and discussing the problem with the concrete ramps and railing. They will work on a solution and also the roof would need to be replaced this year.

Tipton Public School Kindergarten: On Tuesday, May 9, story time was held with 35 kindergarteners from the public school. Also on that day, there were 73 kids in the library with preschoolers and St. Andrew classes.

Libby/MOLIB2Go issue: Marsha spent around three hours helping an older patron get her e-audio books to work again when she had to change to Libby from Overdrive. On the plus side, Marsha is now well prepared to help others as several issues were solved. The Overdrive app has been sunsetted and Libby will now be the e-book app.

Summer School Classes: Marsha has been in contact with Tipton elementary librarian Deann Lawson and there will be 10 classes coming to the library during summer school each week. Library staff or volunteers will read stories and the teachers will pick out some books for checkout that will stay in the classrooms. Each class will have around 20 students. Marsha asked them not to schedule for Mondays as that day will be too busy with story time.

New Board Member: Debbie Schreck has been asked for permission to submit her name to serve on the Price James Library Board of Directors and she has accepted. Waiting on the mayor to appoint her at the June City Council meeting.

Story Time Flyers: Flyers were sent to the schools and preschools with summer story time information.

Parking Lot: Doug Lay was not interested at this time, so Lance Murphy will be painting stripes on the parking lot at the cost of \$200.

Mark Twain Books: Nominee books for the 2023-24 school year are ready to be shelved in June. A plaque honoring Lucy Hays will be placed in each book. A \$1,000 donation was made in her name.

Yearbooks: Gloria Knipp borrowed several yearbooks to take to the Harrison School event. The State Historical Society of Missouri requested to digitize several that were missing from their collection. Marsha filled in the necessary forms and talked with Kathleen Seale, of Columbia and with the historical society. This was done on the spot as representatives were at the school event to digitize other documents and was done at no cost to the library. Gloria Knipp returned the yearbooks to the library.

LMC: Jeanne Edwards asked that Marsha look into applying for Leadership Moniteau County. She has sent in an application for approval.

Conference: Marsha will be going to the Missouri Public Library Directors Conference Thursday and Friday, June 1 and 2, and then is taking a personal day the second Friday in June. Erin Noland will be working extra hours the days Marsha is gone.

VI: President's Comments

Jeanne Edwards thanked all who came and helped clean up around the library Sunday, May 7, 2023.

VII: UNFINISHED BUSINESS

Flagpole Light: Waiting for city maintenance crew to install.

Wooden Bench: Thank you to Mike Nelson who assembled and then installed the new bench. The city crew removed the old bench.

Parking Lot: Parking lot is almost complete by Lance Murphy. The curb still needs to be striped to indicate a step down.

Spring Cleanup: In addition to the board members who worked, Ben Bestgen and Walker Cary spread mulch around the flowers in front of the library.

VIII: NEW BUSINESS:

Changes in Policies: The state aid compliance document that needs to be submitted by July 31 also requires specific policies to be submitted. The library's policies need to be revised to meet the compliance requirements. Marsha reviewed proposed changes to the policies and will email the policies with the changes highlighted. The board will vote on the changes at the June meeting.

Next Meeting: The next regular meeting is set for 6 p.m. Thursday, June 22, at the library.

Meeting adjourned at 7:01 p.m.

Minutes submitted by Karla Pettigrew