**City of Tipton Municipal Library District**

**Board of Trustee Meeting**

**September 25, 2025**

**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, September 25, 2025, 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, Reta Bestgen, Debbie Schreck, Karla Pettigrew, Georgianne Morgan, Joanne Koechner. Trustee Donna Raymond arrived at 6:25.   Trustees Lori Bestgen and Kerry Uptergrove were absent. Library Director Marsha Nelson was also present.

**IV. APPROVE AGENDA:**

Georgianne Morgan made a motion to approve the agenda. Debbie Schreck seconded and the motion carried.

**V. APPROVE MINUTES FROM LAST MEETING:**  Secretary Karla Pettigrew previously distributed the minutes of the August 28, 2025, meeting via email.Joanne Koechner made a motion to approve the minutes, Reta Bestgen seconded and the motion carried.

**VI. TREASURER’S REPORT**

TreasurerLori Bestgen provided copies via email of the treasurer’s report which included the general ledger, balance sheet and the current operating budget. Jeanne Edwards reviewed the report for the board.  Georgianne Morgan made a motion to approve the treasurer’s report. Debbie Schreck seconded and the motion carried.

**VII. LIBRARY DIRECTOR’S REPORT**

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

**Price James Library Building:**  The building does not appear to be damaged except for a finial on the roof due to the lightning strike on the northwest corner of the original building Monday, Sept. 15.  A nearby tree appears to be OK as well.  The tree will be watched for further damage.  City supervisor Jeff Koechner inspected the upstairs walls for hot spots that could have occurred.  The only thing is that a few pictures fell off the walls.

**Internet/Phone:**Co-Mo was at the library Monday, Sept. 22, to replace the phone on the library clerk’s desk and a piece of equipment that the lightning strike destroyed.

**Heartland Business:** The firewall, also damaged by the lightning strike, has been replaced with a temporary one and Marsha is getting quotes for a new one from Heartland.  Options are to buy or rent a firewall and Marsha will get quotes for each..

**MO PERM:**  Marsha will check with MO PERM insurance about how to proceed with submitting estimates for the replacement cost of equipment damaged from the lightning strike.

**Grants:**  Marsha has submitted the state technology grant application for replacing patron access desktops with laptops, new desktop computers for the checkout desk and the library clerk and a new printer/copier/scanner.  The application deadline is Oct. 1.

**Webinar:**  Marsha attended an OverDrive Marketplace, the library’s ebook provider, webinar on current changes for patron access.  Nothing has changed for checkouts but suspension/holds for materials has a new look.

**Blinds/Shades:** A blind on the southeast window facing the parking lot in the new addition has damage and needs replacing. Marsha will seek bids on window tinting as an alternative to replacing the blind as well as the cost of new blinds for the new addition .

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

**IX: PRESIDENT’S COMMENTS:** The president expressed concerns about needed repairs to the outside of the building**.** Marsha will contact the city and have them look at the building's physical condition.

**X:  UNFINISHED BUSINESS:**

**Policy Revised:**  Debbie Schreck made a motion to approve the attached changes to the Library Service Policy. Georgianne Morgan seconded motion and motion passed.

**Continue review Policies**:  The trustees reviewed the Library Collections Policies of Intellectual Freedom Policy, Circulation Policy, Collection Development Policy and Collection Management Policy.  Changes made to the policies will be approved at the next meeting.

**Outside Library Sign:** Kent Kocher looked at the sign and thought a photo cell was out.  He will replace the cell to see if that lights the sign again.

**XI:  NEW BUSINESS:**

**Renewal CD:**  Motion was made by Karla Pettigrew to renew the expiring CD for 8 months at 4.23 percent.  Reta Bestgen seconded motion.  Motion passed.  The new CD will come due May 27, 2026.

**Yard Cleanup Date:** Sunday, Oct. 12, at 4 p.m. was set to clean up the yard around the library. The following Sunday is the alternate date.

**Next Meeting:** The next meeting will be at 6 p.m. Thursday, October 23, 2025, at the library.

The meeting adjourned at 7:20 p.m.

Minutes submitted by Karla Pettigrew