

**Rock Hill Public Library
Board of Trustees Meeting Minutes
November 14, 2022**

Attendees:

In-Person: Karen Park, Ryan Shortal, Chantal Hoffsten, Laurie Murphy, Patrick Long, Veronica Crowe, Erin Phelps, Susan Hoch, Danielle Oettle

Absent: Stephanie Van Stee, Diane Madras

Meeting called to order at 6:18 p.m. Roll call and introductions.

Approval of Meeting Minutes

The Board reviewed the minutes from the October 10, 2022 meeting. Laurie moved to approve the October 10, 2022 open session minutes as presented. Patrick seconded. Motion passed unanimously. The Board reviewed the minutes from the October 25, 2022 special meeting. Laurie moved to approve the October 25, 2022 minutes as presented. Veronica seconded. Motion passed unanimously.

Financial Report

The Board reviewed the financial statements as presented by Danielle Oettle. Danielle noted that the negative amount under Accounts Payable on the balance sheet was due to the bills being entered the day before they were paid in QuickBooks. In response to a question from Laurie, Danielle assured the Board that the amount under A/P was \$0. Danielle noted that revenue for this fiscal year to date was up because of increased patron use and rising interest rates. She reported that expenses are also up compared to the previous fiscal year, due to more programming this year and staffing vacancies last year. Laurie asked Erin and Danielle about the financial forecast for the library, in light of the potential impact of the Missouri Secretary of State's proposed rule. Danielle pointed out that the library's actuals are on track with the budget, and Erin noted that the budget amendments helped. Chantal asked if Danielle could prepare a quick cashflow forecast for the January meeting, in case funding or tax revenue is delayed.

Approval of Bills

The Board reviewed the unpaid bills and transaction reports. Laurie moved to approve the Transaction List for October 2022 in the amount of \$18,094.29, and the Unpaid Bills report dated November 10, 2022 in the amount of \$2,613.83. Karen seconded. Motion passed unanimously. Danielle left the meeting at 6:31 p.m.

Library Director's Report

Building

Erin reported that the library building's heating system is working well. With the falling leaves, there has been renewed public interest in the library's mural. The staff has been leaving out the 'Patio is open' signs to help build awareness of the library's outdoor space. Construction has started on Manchester, so Erin received permission from Walgreens to allow library staff to park in their parking lot.

Collections

Erin reported that the staff has completed the process of separating adult fiction into genre sections, and that the large-print section was moved to create more display space. The teen section has also been shifted to the side room and juvenile non-fiction was moved away from the children's section to free up more space for picture books. Erin has condensed the library archival material into four bins, and stored the overflow in her office storage space. She also noted that the ADA button for the front door will be replaced, with an approximate cost of \$650 including parts and labor and a 1-year warranty.

Programs

Erin shared that the Halloween event with Bobby Norfolk on October 22 was a great success, and had about 60 attendees. Katy Niemann of the Rock Hill City Parks & Recreation department provided crafts and a scavenger hunt. Twice-monthly Scrabble meeting are also proving popular, and include attendees from Brentwood alongside Rock Hill residents. Erin announced that the storytelling program with Deb Swanegan has been scheduled for November 17 at 6 p.m. The event will be for all ages and the speaker will share family stories about living in Missouri, including the Underground Railroad. Since the event is partially funded by the restricted donation from the now-defunct Rock Hill History organization, Laurie suggested that Erin personally invite Donia Hunter who arranged for the donation.

With the installation of the new large-screen TV, Erin shared that the staff is working on developing new programs for seniors and teens, including a movie night and/or a video game event. The library will phase out the virtual yoga program in 2023, and will resume an in-person program in March. The 'Request for Purchase' and 'Donations' webpages are currently under construction. Erin shared that she set up an account with Square, and will create staff procedures on how to use it. She is also looking into the option of creating a recurring donation option for donors. Erin reported that the library card project with Givens Elementary and Hudson Elementary schools has stalled, with no communication from the principals at either school. Chantal suggested that this might be part of the chilling effect of SB775, since the library has not removed the graphic novels that the school district banned last month.

Grants/Donations

Erin noted that the final payment from the 2022 summer reading grant has been received. The next summer's grant application is due December 1, and she is working with Deb to create more preschool-specific programs. Next year's theme will be 'Everyone Together' and will use the artwork of Frank Morrison. Laurie suggested that the library reach out to Parents as Teachers to help promote preschool-aged programming.

MLC

The MLC is currently investigating moving away from Polaris in the next year, either by joining the ILS of a larger Consortium or by constructing our own open-source system.

Policies

Erin will table the review and approval of updated library use policies to January.

Strategic Planning

Erin shared Orange Boy's assessment packet with the Board. The next step would be to create teams to address the three target goals identified by Orange Boy. Erin suggested that the teams should be a mix of Board members, staff and community stakeholders. The teams could begin their work in January so their suggestions could be incorporated into the budget process in March.

Staffing/Conferences

Erin reported that she will attend one of the semi-annual meetings of the Missouri Public Library Directors (MLPD) in Columbia on December 1-2.

Committee Reports & Communications

None

Unfinished Business

MO Secretary of State Rule & RHPL Board Response

Chantal shared that the Webster-Kirkwood Times will publish the statement the Board approved in their November 18 issue. She also reported that thanks to Erin's efforts, the Webster Groves Public Library Board has asked to co-sign our statement. Chantal will reach out to her contact on the Kirkwood Public Library Board to see if they would agree sign the statement in time for publication.

The Board discussed submitting the statement for publication with the STL Post-Dispatch. Erin will schedule a post on the library's social media accounts with a link to the board's statement and instructions on how to comment. She will also begin a weekly post on banned books in the coming month to raise public awareness. Erin shared the MPLD's statement with suggested language for library board motions, as well as guidelines on how to calculate the rule's financial impact. Patrick asked her to email links to the list of resources to the Board.

Laurie noted that we should expect public reaction to the Board's statement. Chantal asked the Board for ideas on media outlets to contact. Karen will ask her contact for possible PR opportunities. Laurie asked about the League, and Chantal reported that the League has published a statement. Laurie suggested that the library include links to various statements on the website.

New Business

Cybersecurity risk assessment

Erin reported that Bill Pullman at University City suggested that the library use MOREnet to conduct its cybersecurity risk assessment. Erin shared that our current agreement with MOREnet includes a free basic risk assessment, but that a more detailed one would cost around \$750. Patrick stated that the report would be good in terms of identifying external risks. Laurie pointed out that the Board is obligated to follow through with the assessment because of the audit. Karen suggested we begin with the more basic report, and that the Board could always elect to pay for a more detailed cybersecurity risk assessment later.

Chantal thanked Erin and the staff for all their hard work in reconfiguring the library collection.

Karen moved to enter to closed session. Laurie seconded. Roll call vote approved unanimously. Meeting adjourned at 7:17 p.m.

Board entered open session at 7:46 p.m. Karen moved to adjourn the meeting. Laurie seconded. Motion approved unanimously. Meeting adjourned at 7:46 p.m.

EMAIL VOTE: On November 10, 2022, the Board reviewed a statement to the Webster-Kirkwood Times on the Missouri Secretary of State's proposed rule 15 CSR 30-200.015 (attached).

Board Secretary Chantal Hoffsten moved to approve publication of the attached statement on the SOS proposed rule 15 CSR 30-200.015 in the Webster-Kirkwood Times. Laurie seconded. Motion passed unanimously by all eight board members via email vote: Karen Park, Ryan Shortal, Stephanie Van Stee, Chantal Hoffsten, Laurie Murphy, Patrick Long Diane Madras, and Veronica Crowe.

The Missouri Secretary of State's troubling new proposed rule 15 CSR 30-200.015 is a solution in search of a problem. This proposed rule would require already underfunded public libraries to enact written policies restricting access to material and programs by minors in order to qualify for state funding. While most libraries already have policies on collection development and reconsideration of materials, this proposed rule goes much further by requiring public libraries to define what is 'prurient' and 'age-inappropriate' for minor children under the age of 18 and would allow any individual, including non-Missouri residents, to challenge those materials.

The creation and enforcement of these additional policies would be financially and practically burdensome for public libraries, forcing librarians to police intellectual access. Definitions of 'prurient interest' could be weaponized to remove, brand and restrict access to materials or programs that showcase the stories and experiences of LGBTQ+, BIPOC, women and other historically marginalized communities.

Until now, the decision about what counts as 'age-inappropriate' or 'prurient' has always been rightfully left up to the individuals who utilize our libraries. Indeed, public libraries are not in the business of telling people what they can read or what to think. We believe in providing free access to information to our patrons. It is the individual right of our community users to make their own decisions about the ideas or viewpoints they espouse.

This proposed rule is a thinly veiled attempt to impose state-sanctioned censorship, one which would force our libraries to wade into the world of politics. Public libraries should remain places of intellectual access and community-building, not tools to restrict rights and create political division. We urge you to email the Secretary of State at comments@sos.mo.gov (using the proposed rule number above) when the 30-day period for public comment opens on November 15.

-Rock Hill Public Library Board of Trustees

Re: WKT Statement MOTION - ACTION NEEDED BY FRIDAY 11/11 @ NOON

Karen Park <kparkstl@gmail.com>

Sun 11/13/2022 9:37 AM

To: Board Secretary <secretary@rhplmo.org>

Cc: Diane Madras <diane.madras@gmail.com>; Erin Phelps <ephelps@rhplmo.org>; LAURIE MURPHY <cadenmurphy@aol.com>; PatrickP@patrickplong.com <PatrickP@patrickplong.com>; Ryan Shortal <ryanshortal@gmail.com>; Stephanie Van Stee <stephanievanstee@gmail.com>; Veronica Crowe <crowe_veronica@yahoo.com>

Fantastic - thank you!!

On Fri, Nov 11, 2022 at 8:23 PM Board Secretary <secretary@rhplmo.org> wrote:

Hear hear! I just heard from Jaime Mowers at the WKT and our letter has been accepted for publication. We were a bit over the 300 word count limit, so I had to do some very minor tweaking to get us under that limit (final copy attached). She's confirmed that we're all set. See you all on Monday!

From: Karen Park <kparkstl@gmail.com>

Sent: Friday, November 11, 2022 5:28 PM

To: LAURIE MURPHY <cadenmurphy@aol.com>

Cc: Board Secretary <secretary@rhplmo.org>; Diane Madras <diane.madras@gmail.com>; Erin Phelps <ephelps@rhplmo.org>; PatrickP@patrickplong.com <PatrickP@patrickplong.com>; Ryan Shortal <ryanshortal@gmail.com>; Stephanie Van Stee <stephanievanstee@gmail.com>; Veronica Crowe <crowe_veronica@yahoo.com>

Subject: Re: WKT Statement MOTION - ACTION NEEDED BY FRIDAY 11/11 @ NOON

Laurie, I could not agree more - so well said, and I feel the same. I am really proud of our small, mighty group.

Thanks for this - you are rad :)

Karen

On Fri, Nov 11, 2022 at 3:28 PM LAURIE MURPHY <cadenmurphy@aol.com> wrote:

I would like to express to the entire board how proud I am to serve on a board with all of you. With this unanimous vote, it is with a united voice that we stand up against censorship and government reach in an attempt to suppress information that public libraries provide and to not allow the role of libraries be one of information police on behalf of the government.

Thank you,

Laurie Murphy

Sent from my iPhone

On Nov 10, 2022, at 7:37 PM, Stephanie Van Stee <stephanievanstee@gmail.com> wrote:

Yes

Sent from my iPhone

On Nov 10, 2022, at 5:23 PM, Diane Madras <diane.madras@gmail.com> wrote:

I vote yes.

On Thu, Nov 10, 2022, 5:08 PM Ryan Shortal <ryanshortal@gmail.com> wrote:

I vote yes.

-Ryan Shortal

On Thu, Nov 10, 2022, 5:04 PM Karen Park <kparkstl@gmail.com> wrote:

Well done! I second/vote to approve.

Thank you,
Karen

On Thu, Nov 10, 2022 at 4:42 PM Board Secretary
<secretary@rhplmo.org> wrote:

Hi everyone,

We've put together a statement to submit to the WKT Times re: the proposed rule from the MO SOS restricting library funding from the state. I've attached the statement and we need to vote to approve quickly in order to submit it to the WKT in time for publication.

I move to approve publication of the attached statement on the SOS proposed rule 15 CSR 30-200.015 in the Webster-Kirkwood Times.

I will need a second. Please reply all when you vote. We're hoping to have this approved by **tomorrow, Friday 11/11/22 at noon.**

Thanks,
Chantal

Re: WKT Statement MOTION - ACTION NEEDED BY FRIDAY 11/11 @ NOON

Board Secretary <secretary@rhplmo.org>

Thu 11/10/2022 5:22 PM

To: Ryan Shortal <ryanshortal@gmail.com>; Karen Park <kparkstl@gmail.com>

Cc: Diane Madras <diane.madras@gmail.com>; Erin Phelps <ephelps@rhplmo.org>; LAURIE MURPHY <cadenmurphy@aol.com>; PatrickP@PatrickPLong.com <patrickp@patrickplong.com>; Veronica Crowe <crowe_veronica@yahoo.com>; Stephanie Van Stee <stephanievanstee@gmail.com>

I vote yes as well - with Laurie's second and vote, plus yes votes from Karen, Patrick and Ryan, motion passes! I'll email the draft to the WKT.

From: Ryan Shortal <ryanshortal@gmail.com>

Sent: Thursday, November 10, 2022 5:08 PM

To: Karen Park <kparkstl@gmail.com>

Cc: Board Secretary <secretary@rhplmo.org>; Diane Madras <diane.madras@gmail.com>; Erin Phelps <ephelps@rhplmo.org>; Laurie Murphy <cadenmurphy@aol.com>; PatrickP@PatrickPLong.com <PatrickP@patrickplong.com>; Veronica Crowe <crowe_veronica@yahoo.com>; Stephanie Van Stee <stephanievanstee@gmail.com>

Subject: Re: WKT Statement MOTION - ACTION NEEDED BY FRIDAY 11/11 @ NOON

I vote yes.

-Ryan Shortal

On Thu, Nov 10, 2022, 5:04 PM Karen Park <kparkstl@gmail.com> wrote:

Well done! I I second/vote to approve.

Thank you,
Karen

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Thanks,
Chantal

Re: WKT Statement MOTION - ACTION NEEDED BY FRIDAY 11/11 @ NOON

Patrick Long <patrickp@patrickplong.com>

Thu 11/10/2022 4:52 PM

To: LAURIE MURPHY <cademurphy@aol.com>; Board Secretary <secretary@rhplmo.org>

Cc: kparkstl@gmail.com <kparkstl@gmail.com>; Ryan Shortal <ryanshortal@gmail.com>; stephanievanstee@gmail.com <stephanievanstee@gmail.com>; Diane Madras <diane.madras@gmail.com>; Veronica Crowe <crowe_veronica@yahoo.com>; Erin Phelps <ephelps@rhplmo.org>

I vote yes.

Thanks!

Patrick

Patrick P Long

Author and Speaker

314-578-1897

Website: www.patrickplong.com

Facebook Author Page: <https://www.facebook.com/Patrick-P-Long-108880337511448>

LinkedIn: <https://www.linkedin.com/in/patrick-p-long-author/>

Twitter: <https://twitter.com/Paddymel>

Instagram: <https://www.instagram.com/patrickplong/>

From: LAURIE MURPHY <cademurphy@aol.com>

Sent: Thursday, November 10, 2022 4:45 PM

To: Board Secretary <secretary@rhplmo.org>

Cc: kparkstl@gmail.com <kparkstl@gmail.com>; Ryan Shortal <ryanshortal@gmail.com>; stephanievanstee@gmail.com <stephanievanstee@gmail.com>; Patrick Long <patrickp@patrickplong.com>; Diane Madras <diane.madras@gmail.com>; Veronica Crowe <crowe_veronica@yahoo.com>; Erin Phelps <ephelps@rhplmo.org>

Subject: Re: WKT Statement MOTION - ACTION NEEDED BY FRIDAY 11/11 @ NOON

I second the motion and vote yes

Laurie Murphy

Sent from my iPhone

On Nov 10, 2022, at 4:42 PM, Board Secretary <secretary@rhplmo.org> wrote:

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I will need a second. Please reply all when you vote. We're hoping to have this approved by **tomorrow, Friday 11/11/22 at noon.**

Thanks,
Chantal

(No subject)

Veronica Crowe <crowe_veronica@yahoo.com>

Fri 11/11/2022 9:53 AM

To: Board Secretary <secretary@rhplmo.org>; Erin Phelps <ephelps@rhplmo.org>; Laurie Murphy <cadenmurphy@aol.com>; Ryan Shortal <ryanshortal@gmail.com>

I vote yes.

Thanks,
Veronica