

Rock Hill Public Library
Board of Trustees Meeting Minutes
May 8, 2023

Attendees:

In-Person: Karen Park, Ryan Shortal, Erin Phelps, Patrick Long, Diane Madras, Danielle Oettle

Zoom: Stephanie Van Stee, Maggie Kehm

Absent: Veronica Crowe

Meeting called to order at 6:16 p.m. Roll call and introductions.

Approval of Meeting Minutes

The Board reviewed the minutes from the April 10, 2023 meeting. Ryan moved to approve the April 10, 2023 open session minutes as presented. Diane seconded. Motion passed with the following voting yes: Veronica, Ryan, Patrick, Maggie, and Diane.

Financial Report

The Board reviewed the financial statements as presented by Erin, in Danielle's absence. Erin pointed out that the Children's Programming line is already over-budget, but the Stem Kit grants will cover the overage. Erin also explained that the Materials Other is where the Story-Walk expenses are listed and an upcoming grant will cover that overage.

Erin also pointed out that Real Estate and Personal Tax had an increase in revenue due to contested payments from last year that were finally paid.

Approval of Bills

The Board reviewed the Transaction Report and Unpaid Bills Detail. Ryan moved to approve the Transaction List dated May 4, 2023 in the amount of \$8,477.51, and the Unpaid Bills Detail dated May 1, 2023 in the amount of 2,900.21. Karen seconded. Motion passed unanimously.

Library Director's Report

In the interest of time, Erin emailed her Director's Report to the Board ahead of the meeting. Erin reported on recent and upcoming programs, Summer Reading Program planning and preparation, time spent on Story Walks preparation, and an update on grants.

Erin received a bid from SLF Landscaping and Design LLC for pavers on the back patio that is affordable considering what RHPL has budgeted and a grant that we have. Erin is continuing to seek bids and conduct due diligence for this project.

No significant concerns, questions, or objections were raised regarding Erin's Director's Report. The written report, dated May 8, 2023, is available in RHPL records.

Committee Reports

Ryan reported that he researched the requirements for committees but very little was specified in the by-laws.

There were no updates for any committees.

Communications

No new updates.

Unfinished Business

Erin updated that State Aid money should be included in the budget. This was in doubt due to possible State bills. Rules of Elected Officials, Division 30 – Secretary of State, Chapter 200 – State Library were presented and reviewed in the meeting.

Amendments to policies are still being drafted by the committee of Missouri Public Library Directors and vetted by legal counsel that RHPL will review once available. This is expected to be ready for the June Board meeting.

New Business

Patrick moved that Ryan Shortal, the current RHPL Board of Trustees President, be added as a signatory to all accounts owned by Rock Hill Public Library at Royal Banks. Diane seconded. The motion passed unanimously.

Financial Audit vs Review

Per Karen, regarding what we voted on two months ago at the March meeting, we don't need an annual review and will move forward per the vote in March.

Karen moved to adjourn the meeting. Diane seconded. Motion approved unanimously. Meeting adjourned at 7:07 p.m. No Executive Session was called.