

**Rock Hill Public Library**  
**Board of Trustees Meeting Minutes**  
**March 11, 2024**

**Attendees:**

In-Person: Patrick Long, Diane Madras, Erin Phelps, Danielle Oettle, Maggie Kehm, Veronica Crowe, Ryan Shortal, Hannah O'Rourke, Susan Hoch, Karen Park, Stephanie Van Stee

Zoom: Roxanne Provence

Absent: (no absences)

*Meeting called to order at 6:15 p.m.*

**Approval of Meeting Minutes**

The Board reviewed the minutes from the February 12, 2024 meeting. Ryan moved to approve the February 12, 2024 open session minutes as presented. Karen seconded. Motion passed unanimously.

**Financial Report**

The Board reviewed the financial statements as presented by Danielle. No significant issues or questions were raised, and the reports are available in RHPL records.

**Approval of Bills**

The Board reviewed the Transaction List by Vendor and Unpaid Bills Detail. Patrick moved to approve the Transaction List dated March 5, 2024 in the amount of \$33,871.53 and the Unpaid Bills dated March 5, 2024 totaling \$784.48. Diane seconded. Motion passed unanimously.

**Public Presentations**

No public presentations this month

**Library Director's Report**

In the interest of time, Erin emailed her Director's Report to the Board ahead of the meeting. Climate Masters work on RHPL HVAC systems passed inspection by the St. Louis County inspector. Programs, Collections, Community, and Grants were also reviewed from the report.

No significant concerns, questions, or objections were raised regarding Erin's Director's Report. The written report, dated March 11, 2024, is available in RHPL records.

**Committee Reports**

No reports or presentations.

**Communications**

No reports or discussions.

The next meeting will be April 8, 2024.

### **Unfinished Business**

Erin presented information on RHPL reserves and building load as a follow up to last month's presentation and discussion on this topic. Her findings were presented in PowerPoint slides that are available in RHPL records. In summary, we have a substantial surplus in our reserves so we are in sound financial shape in that regard, and the balloon payment on the building loan can easily be averted by renewing the loan in 2025 as Erin learned from contacting the bank and discussing the loan options. The options discussed last month regarding issuing bonds or other solutions are unlikely to be necessary.

Diane moved that we approve the RHPL FY2025 budget in the amount of \$454,194.00 with a deficit of \$41,280 that is covered by revenue and reserves. Ryan seconded motion, which was unanimously approved.

### **New Business**

Election of officers for 2024: Ryan motioned that:

Roxanne Provence will serve as President

Veronica Crowe will serve as Vice-President

Karen Park and Maggie Kehm will serve as co-Secretaries

Stephanie Van Stee will serve as Treasurer

Diane seconded the motion, which passed unanimously

Erin reported on an incident with a patron the day after our last board meeting. Another patron was in the building and left and called from the parking lot to report that the other patron was indecently exposing himself. The police were called and the accused patron admitted to the police that he did expose himself. He has been banned from the library for a year and the police have been notified of this. There is a police report filed with the Rock Hill police department. We discussed possibly getting security cameras installed. It was suggested to check with other libraries in our consortium regarding any policies involved with installing and utilizing security cameras, and we discussed having more than one to cover views of all areas of the library.

Ryan motioned to adjourn the meeting at 7:14pm, and Diane seconded, which passed unanimously. No executive session was held.