Neosho Newton County Library Board Meeting

Novembr 21, 2023

**Board Members Present:** Beth Styron, Jann Burnett, Chris Yaudas, Karina Cole, Comer Parks, Phyllis Blackwood, and Rick Keeling

**Board Members Absent:** Keri Collinsworth and Jake Heisten

**Library Staff Present:** Carrie Cline

President Beth Styron called the meeting to order at 4:00 p.m.

**Introduction of Guests:** None

**Correspondence:** None

**Consent Agenda: Minutes, Budgeted Expenses, Financial Report**

Chris moved to accept the consent agenda and Comer seconded. The motion passed unanimously.

**Director’s Report:**

* Monthly library statistics were reviewed.
* The library was recently approved for a $10,859 mini tech grant to replace outdated technology. No matching funds were required for this grant.
* All library faucets were replaced to fix leaks, high velocity water streams, and lengthy automatic run times.
* New MO Dept. of Labor minimum wage rates were shared. Two different wages were posted on state websites ($12.35 and $12.30). The library has already set our minimum wage at $12.36 for 2024. This adjustment has already been accounted for in the library’s budget.
* Beth and Carrie attended a court hearing regarding the library’s interest in the Pearman trust. This case is scheduled for court in December of 2024 and does not affect library budgeting.
* “Christmas at the Library” is planned for Thursday, November 30. After enjoying arts, crafts, and a visit from Santa, patrons will head to Big Spring park for the annual lighting ceremony. The library has partnered with the city of Neosho for this event.

**Old Business**

* Carrie completed paperwork to use existing donations and funds from the library checking account to start a Community Foundations Seneca Library fund. This fund will be opened in January of 2024.
* Four construction management firms submitted RFQ’s for consideration for Construction Management Risk (CMR) procurement for the Seneca building project. One of the firms had no experience with library construction and another typically worked on much larger projects. Representatives from the other two candidate firms, RE Smith and Branco, appeared to share their CMR proposals with the board.
* Rick made a motion to hire Branco as the library’s CMR representative for the Seneca building project. Comer seconded the motion, and the motion passed unanimously.

**New Business**

* Karina, Beth, and Chris agreed to serve on the evaluation committee to prepare the library director’s annual performance evaluation. This committee will meet and complete the evaluation process before the end of January 2024.

**Public Comments:** None

Rick made a motion to adjourn the meeting, Comer seconded it, and the meeting was adjourned at 4:21 p.m.

Respectfully submitted, Karina Cole, Secretary