

CAPE GIRARDEAU PUBLIC LIBRARY BOARD OF TRUSTEES  
Thursday, March 2, 2023 @ 7am  
Cape Girardeau Public Library

**CALL TO  
ORDER**

President John McGowan called the meeting to order at 7:00am.

**ATTENDANCE**

Present: Amy Trueblood, Jessica Hill, John McGowan, Red Redinger, Crystal Cerny, Stacy Lane, Rekha Patterson, Dave Diveley  
Also present: Director Katie Earnhart, Linda Bailiff  
Absent: Ed Thompson

**MINUTES**

Minutes from the February meeting were reviewed. **Jessica made a motion to approve the minutes, seconded by Crystal. Motion passed.**

**PUBLIC  
COMMENTS**

None.

**PRESIDENT'S  
REPORT**

The Ad-Hoc Committee met on Feb 9<sup>th</sup> discuss a possible reciprocal agreement with Riverside Regional as the library migrates to MO Evergreen's ILS system. **Crystal made a motion to recommend Katie be authorized to work on a reciprocal borrowing agreement that would allow all Cape County residents the ability to utilize our library with their Riverside Regional Library card. Motion passed with opposing votes by Dave and John.**

Ed Thompson was recommended for the position of Board Treasurer. **John made this motion, seconded by Amy. Motion passed.**

**DIRECTOR'S  
REPORT**

1. Grants:

1. The State Library reached out to us to join a pilot project for Senior (55+) programming. The pilot project includes staff training and a \$2,500 grant to plan and implement senior art programming over the next several years. Staff will begin training later this spring with a plan to offer programs in the fall of 2023. Other pilot libraries include Springfield-Greene, St. Louis County, Daniel Boone (Columbia), Kansas City MO Public, and Mid-Continent (KC MO suburbs).
2. Our application for the MO Evergreen automation grant through the State Library has been approved. We have been awarded \$36,720 to complete the migration process. This fee includes a prorated first year membership fee to the consortium, data migration and implementation costs from Equinox, staff trainings, and minimal marketing costs.
3. We received notification from the State Library that our Spotlight on Literacy grant application was approved. The Youth Services staff applied for funds to create a Preschool STEAM Literacy program. We will be awarded \$11,860 for this grant.

2. Facilities Update:

1. The wavy couch was reupholstered and return on February 22<sup>nd</sup>.

3. Finances Update:
  1. After completion of the 2021-2022 audit, calculations were made to determine how much in excess funds were collected as part of the temporary building tax rate. Per policy, these excess funds are to be deposited into the Capital Improvement Fund. \$56,818 was deposited into this fund in February 2023.
4. SOS Rule Update:
  1. The SOS submitted an amended version of the rule to JCAR on February 8<sup>th</sup>. JCAR has 30 days to respond by calling a meeting. The rule will likely go into effect in April 2023 with policy requirements for the 2023/2024 FY.
  2. A house bill was also filed, HB1159, that would add the SOS rule language into state statutes. So far, this bill has not been assigned to a committee.

**BUILDING &  
GROUNDS  
COMMITTEE**

The facilities survey results are in and will be reviewed at the next committee meeting on 3/27 at 9am in Katie's office.

**BYLAWS &  
POLICY  
COMMITTEE**

Personnel Manual:

The **Social Media Policy** was reviewed by the committee and made some wording changes only. **Jessica made a motion to approve the Social Media Policy, seconded by Crystal. Motion passed.** The Library social Media policy will be presented at a later meeting.

**Attendance at Conferences:** changes were made to clarify about pay rates while at conferences. **Red made a motion to approve the Attendance at Conferences policy, seconded by Crystal. Motion passed.**

**Employee Code of Ethics:** no recommended changes.

**Parental Leave:** The committee recommends increasing paid leave time to 10 weeks, up from 6 weeks. **Jessica made a motion to accept this policy, seconded by Crystal. Motion passed with an opposing vote by Dave.**

Board Bylaws:

**Public Communications with the Board:** The committee recommends removal of Section 3D in its entirety. **Red made a motion to accept this change, seconded by Crystal. Motion passed.**

Library Manual:

**Confidentiality of Patron Information, Freedom to Read and Library Bill of Rights.** No recommended changes.

**Weapons Policy:** No recommended changes.

**PUBLIC  
RELATIONS**

The committee met on 2/15 and discussed the Love the Library video, the new website and reviewed the facilities survey. Will target a “get out the vote” campaign coming for a tax extension. Katie will send a guide for the new levy.

**STRATEGIC  
PLANNING  
COMMITTEE**

John will send out a doodle for the next meeting.

**NOMINATING  
COMMITTEE**

Possible new board members were discussed. The Policy committee will review the process of bringing in potential board members to sit on committees before being appointed.

**UNFINISHED  
BUSINESS**

None.

**NEW BUSINESS**

None.

**FRIENDS  
FOUNDATION**

The next Friends meeting will be May 16, 2023 @ 4pm. Red will attend.

**ADJOURNMENT**

Amy made a motion to adjourn the meeting at 8:10am, seconded by Crystal. Motion passed.

**NEXT MEETING**

Thursday, April 6, 2023 @7am

Recorder: Linda Bailiff