McDonald County Library

Board of Trustees Minutes

December 19, 2023

Pineville Library

Board of Trustees

Bill Chamberlain, President (Noel district)

Candyce Duggan, Vice President/Treasurer (Anderson district)

Mary Littlefield, Secretary (Rocky Comfort district)

Tonja Schlessman (Pineville/Jane district)

Angela Reece (Southwest City district)

Board members present: Bill Chamberlain, Candyce Duggan, Mary Littlefield

Board member absent: Angela Reece, Tonja Schlessman

Hazel Sheets, the Director, was present.

Bill called the meeting to order at 4:01 p.m.

The November 16, 2023, minutes were read. Hazel said the word final payment should be first payment in reference to the A & E funds. With this correction Candyce made a motion to approve the minutes. Bill made a second. All approved (3-0).

Director’s Report

1. Hazel gave a report on the statistics, grants, and programs. The website has been updated and cleaned up.

The Southwest City computers have arrived and will be installed soon. Activities are being planned for January. The staff have been brainstorming on new activities for 2024. The library participated in the Parent’s as Teachers craft night. Pineville Primary had fifty-eight children participate in Finish the Picture and seventeen letters to Santa. Library personnel also read to the first-grade class.

Candyce made a motion to approve the Director’s report. Mary made a second. All approved (3-0).

Financial Report

Hazel gave the financial report. The board reviewed the budget and balances.

A check of $58,000.00 for property tax has been received. This is the first check received. Bill made a motion to accept the Financial Report. Candyce made a second. All approved (3-0).

Public comments on the agenda items

None

Old Business

* The board reviewed the 2024 proposed budget. Bill made a motion to approve the 2024 budget. Candyce made a second. All approved (3-0).

New Business

* Hazel made a presentation to the board on Days and Hours of Operation. Bill made a motion to adopt the changes made to the Policies and Procedure Manual, Section E. Mary made a second. All approved (3-0).
* Hoopla was to be shown to the board, but it was not operational.

General Public Comments

None

All other business that may come before the board

None

Candyce made a motion to close the open session and open the closed session according to RSMO Section 610.022.

Mary made a second. All approved (3-0).

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Closed Session

Evaluations of personnel were conducted. Annual leave, Policies and Procedures Manual, Section R was discussed.

Bill made a motion to close the close session and open the open session according to RSMO Section 610.022. Candyce made a second. All approved (3-0).

The next meeting will be Tuesday, January 23, 2024 at 4:00 p.m. Mary made a motion to adjourn the meeting.

Candyce made a second. The meeting was adjourned at 6:10 p.m.