HENRY COUNTY LIBRARY

BOARD OF TRUSTEES

July 30, 2024

The regular meeting of the Henry County Library Board of Trustees was held Tuesday, July 30, 2024, at 4:00 pm in the boardroom of the Library.

Members present were, Tim Komer, Luke Edwards, Shelly Acosta, and Kathy Cooper. Absent was Patty Dump. Also present were, Director, Debbie Jones and Administrative Assistant, Stephanie Nichols. Also in attendance was Chris Ramirez.

**CALL TO ORDER:** President, Tim Komer called the meeting to order.

**PUBLIC COMMENTS:** None.

**BOARD COMMENTS:** Tim introduced newly appointed board member, Kathy Cooper.

**EXECUTIVE SESSION:** None.

**AGENDA:** On a motion by Shelly Acosta, seconded by Luke Edwards, it was voted to accept the Agenda as presented by Director, Debbie Jones. Voting yes were, Shelly Acosta, Luke Edwards, and Kathy Cooper.

**MINUTES:** On a motion by Luke Edwards, seconded by Shelly Acosta, it was voted to accept the Minutes of the June 25, 2024, meeting as read. Voting yes were, Luke Edwards, Shelly Acosta, and Kathy Cooper.

**TREASURER’S REPORT:**

**APPROVAL OF DISBURSEMENTS:** On a motion by Shelly Acosta, seconded by Kathy Cooper, it was voted to approve the disbursements as presented by Director, Debbie Jones. Voting yes were, Shelly Acosta, Kathy Cooper, and Luke Edwards. The three CDs purchased from Legacy Bank and Trust will be maturing on August 8, 2024. Tim will be contacting the bank to negotiate renewal rates.

**CORRESPONDENCE:** A positive book review for a title purchased by the library and a recognition for the Windsor staff were presented. Thank You notes received from former board member, Darla Hamilton, and Merideth Johnson with the Missouri State Library were read aloud.

**DIRECTOR’S REPORT:** Library Director, Debbie Jones reported the following.

**Tax Funds Received:** $5,998.18 in tax funds was received in July.

**End of Summer Reading Program Foam Party:** A Foam Party will be held on Saturday, August 3rd, from 5-7 pm to celebrate another successful Summer Reading Program. Giveaways and Summer Reading Program prize drawings will also take place at the party.

**Passport Acceptance Agents:** Two staff members completed training, passed the final exam, and are now officially Passport Acceptance Agents.

**Missouri State Library Adult Services Consultant, Merideth Johnson Visit:** Merideth was at an appointment at the library in Appleton City and decided to stop by for a brief visit. She was given a tour of the building by Administrative Assistant, Stephanie Nichols. She then spent a few minutes with the Administrative Assistant, Stephanie Nichols, and me. We chatted about items that are offered and grants that are available from the Missouri State Library. She was quite impressed with the layout and items offered at our library. She couldn’t believe the building was 30 years old. She stated it was beautiful.

**Lenora Blackmore Branch Ballast Issues:** Several of the ballasts are going out. Helm Plumbing & Electrical Contracting, Inc. was contacted. They have removed the old ballasts and direct-wired the LED light fixtures. Eventually, all of the ballasts will need to be replaced.

**OLD BUSINESS:**

1. **HVAC Replacement Completed:** Director, Debbie Jones reported that the two-phase HVAC unit replacement has been completed and Logan’s Heating and Cooling, LLC has been paid in full.

**NEW BUSINESS:**

1. **Library Audit:** The 2023 Audit was distributed to the board for review. No deficiencies were reported. On a motion by Luke Edwards, seconded by Shelly Acosta, it was voted to accept the 2023 Audit. Voting yes were, Luke Edwards, Shelly Acosta, and Kathy Cooper.

**B. Election of Officers:** The election of officers was held. On a motion by Shelly Acosta, seconded by Luke Edwards, it was voted to elect: Tim Komer – President, Patty Dump – Vice-President, Shelly Acosta – Secretary, and Luke Edwards – Treasurer. Voting yes were, Shelly Acosta, Luke Edwards, and Kathy Cooper.

**ADJOURNMENT:** On a motion by Luke Edwards, seconded by Kathy Cooper, it was voted to adjourn. Voting yes were, Luke Edwards, Kathy Cooper, and Shelly Acosta.

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Tim Komer Shelly Acosta

President Secretary