

Monday, March 29, 2021: Open Session

Trustees in Attendance: Ken Barthelette, Janis Hagen, Loretta Hermann, and Christa Mitchell (from 7:01 p.m. until 8:33 p.m.)

Trustee(s) Absent: None.

Also present: DeeDee Brashers; Whit Gillenwaters; Jordan Gloyd; Sarah Hayter; Nicholas Holladay; Brandon Jason; Jon Mendelke; Joe Morgan; Tory Pegram; Dana Roberts; Matthew Suarez (until 7:40 p.m.); Scott Villarreal; and Don Watson.

Christian County Library's Board of Trustees met in a regular monthly session via Zoom on Monday, March 29, 2021, at 6:00 p.m. The meeting was open to the public through a publicly posted web link. President Ken Barthelette presided and voted when needed to make a majority.

Any reports, exhibits, or supporting materials presented during this meeting and referred to in these minutes may be obtained [upon request](#).

Start Time: 6:49 p.m.

Minutes of the Monday, February 22, 2021 Meeting - Closed Session

Loretta Hermann moved that the minutes of the Monday, February 22, 2021 Closed Session minutes be approved. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Barthelette: Aye; Trustee Hagen: Aye; Trustee Hermann: Aye.

Minutes of the Monday, February 22, 2021 Meeting - Open Session

Loretta Hermann moved that the minutes of the Monday, February 22, 2021 Open Session meeting be approved. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Barthelette: Aye; Trustee Hagen: Aye; Trustee Hermann: Aye.

Minutes of the Tuesday, March 1, 2021 Special Meeting (CLOSED)

Loretta Hermann moved that the minutes of the closed Special Meeting on Tuesday, March 1, 2021 be approved. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Barthelette: Aye; Trustee Hagen: Aye; Trustee Hermann: Aye.

Minutes of the Tuesday, March 9, 2021 Meeting

Loretta Hermann moved that the minutes of the Tuesday, March 9, 2021 meeting be approved. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Barthelette: Aye; Trustee Hagen: Aye; Trustee Hermann: Aye.

Minutes of the Executive Director Search Committee Meetings:

(January 12, January 19, January 26, February 4, February 5, February 9, February 18, February 19, February 22, March 9, March 25, March 26)

Loretta Hermann moved to table approval of the Executive Director Search Committee Closed Session Meeting minutes until the hiring process is finalized. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Barthelette: Aye; Trustee Hagen: Aye; Trustee Hermann: Aye.

Public Comments:

There were no public comments made at this meeting.

Bills

Loretta Hermann moved to approve the adjusted bills from February 2021. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Barthelette: Aye; Trustee Hagen: Aye; Trustee Hermann: Aye.

Janis Hagen moved to approve the estimated bills for March 2021. Loretta Hermann seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Hagen: Aye; Trustee Hermann: Aye; Trustee Mitchell: Aye.

Report of the Interim Executive Director

Loretta Hermann moved to approve Interim Executive Director Robert's Director's Report. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Hagen: Aye; Trustee Hermann: Aye; Trustee Mitchell: Aye.

Construction Update

Director of Communications and Community Engagement Holladay presented the most recent construction update.

Development Minute

Director of Development & Strategic Partnerships Pegram presented the March Development Report.

Old Business

Discussion with Prospective Trustee Candidates & Selection of New Trustee to Recommend to the County Commission

Two applications were submitted for the open position but one was withdrawn after the Candidate learned more about the duties and responsibilities of Trustees, and realized that they may have a conflict of interest, and not enough time. Trustees met with the remaining candidate, Matthew Suarez, and discussed his interest in the position and qualifications.

Loretta Hermann then moved to recommend the appointment of Matthew Suarez to the Christian County Commission to fill the Ozark Area seat on Christian County Library's Board of Trustees vacated by Maurine Myers when she passed away on March 5th, 2021. If appointed, he would serve through the end of her elected term, until June of 2023. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Hagen: Aye; Trustee Hermann: Aye; Trustee Mitchell: Aye.

Update from the Executive Director Job Search Committee

President Barthelette gave an update on the Executive Director Search Committee. Their work is still in progress but in its final stages.

MEC Annual Resolution Review and Renewal (by May 1st)

Janis Hagen moved to adopt the updated "Christian County Library Conflict of Interest Policy Resolution" and accompanying "CCL Employee Conflict of Interest Statement" as presented. Loretta

Hermann seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Hagen: Aye; Trustee Hermann: Aye; Trustee Mitchell: Aye.

Update on Library Advocacy Week Virtual Meetings with Legislators

Director of Development and Strategic Partnerships Pegram, Director of Communications and Community Engagement Holladay, Ozark Branch Manager Gloyd, and Trustee Mitchell updated Trustees on Library Advocacy week meetings held earlier this month.

Final Review of Paychex Personnel Policy Employee Handbook Before Deployment

This final revision of Christian County Library's Personnel Manual/ Employee Handbook integrated all personnel policies previously passed by the Board of Trustees into one final version and then incorporated changes suggested by CCL's HR consultant, attorney, and Administrative Staff. Any policies that were not just merged together but actually substantively changed were presented in detail so that the new substance could be considered by Trustees.

Janis Hagen moved to approve this final, audited, merged Employee Handbook/Personnel Manual as presented and authorize its deployment to all staff for electronic signature. Loretta Hermann seconded. Trustee Mitchell expressed concerns that not enough Christian religious holidays, such as Easter, were included as paid days off, and continued with a series of negative comments about the Library's offerings on Muslims, Islam, and the Arabic alphabet in particular. Staff and Trustees reminded her that, as a public institution, the Library must serve all residents of the County, and cannot prioritize one belief system, political viewpoint, or religious holiday over another. The paid holidays currently provided by the Library are based on those given to other similarly situated government employees at the state and federal level. A majority of Trustees present were in favor. The motion passed. Roll Call: Trustee Barthelette: Aye; Trustee Hagen: Aye; Trustee Hermann: Aye; Trustee Mitchell: Nay.

New Business

Policy Updates:

Public Computers, Printers, and other Devices

Janis Hagen moved to adopt the revised Conflict of Interest Policy as presented. Loretta Hermann seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Barthelette: Aye; Trustee Hagen: Aye; Trustee Hermann: Aye.

Other New Business

During Trustee Mitchell's comments, she mentioned repeatedly that she wanted to "resign" or "abstain." Since she left the meeting directly following her "Nay" vote on the personnel policy manual, President Barthelette agreed to call her the next day to talk through her concerns, explain again the role of the Library in the community and her role as its representative, and formally accept her resignation if needed.

Adjournment

Loretta Hermann moved to adjourn. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Barthelette: Aye; Trustee Hagen: Aye; Trustee Hermann: Aye.

The meeting adjourned at 8:38 p.m.