

Monday, June 21, 2021: Open Session

Trustees in Attendance: Paula Bishop, Janis Hagen, Loretta Hermann, and Matthew Suarez.

Trustee(s) Absent: None.

Also present: DeeDee Brashers; Renee Brumett; Whit Gillenwaters; Sarah Hayter; Kristal Hicks; Nicholas Holladay; Brandon Jason; Joe Morgan (joined at 6:23 p.m.); Tory Pegram; Dana Roberts; Jenifer Young (until approximately 7:40 p.m.); Mary Thompson; Scott Villarreal; and Don Watson.

Christian County Library's Board of Trustees met in a regular monthly session at 6:00 p.m on Monday, June 21, 2021 via Zoom. The open portions of the meeting were open to the public through a publicly posted web link.

Vice President Loretta Hermann presided.

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

Start Time: 5:58 p.m.

Minutes of the Monday, May 24, 2021 Meeting - Closed Session

Matthew Suarez moved that the minutes of the Monday, May 24, 2021 Closed Session meeting be approved. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

Minutes of the Monday, May 24, 2021 Meeting - Open Session

Matthew Suarez moved that the minutes of the Monday, May 24, 2021 Open Session meeting be approved. Paula Bishop seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

Public Comments

None.

Bills

Director of Finance and Business Operations Thompson and Executive Director Brumett presented financial reports and answered questions.

Matthew Suarez moved to approve the adjusted bills from May 2021. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

Matthew Suarez moved to approve the estimated bills for June 2021. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

Report of the Executive Director

Janis Hagen moved to approve Executive Director Brumett's Director's Report. Paula Bishop seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

Construction Update

Executive Director Brumett presented the most recent construction updates. Both Sparta and Clever have been closed out with only a few minor outstanding repairs and replacements to be made. All of the warranties have been compiled in binders for each location by the SAPP Design Project Architects and given to the Branch Managers along with any training in maintenance or operation that was needed.

Development Minute

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

Old Business

Discussion with Prospective Trustee Candidates & Possible Recommendation of New Trustee
Library staff spoke with both potential candidates for the open position in advance of this meeting to discuss their interest in the position and qualifications.

During the meeting, Trustees heard from both candidates, asked questions, and then discussed whose collective strengths and expertise seemed to be best suited to fit their current needs.

Janis Hagen then moved to recommend Kristal Hicks to the Christian County Commission to fill the West County Area seat on Christian County Library's Board of Trustees vacated by Ken Barthelette through the remainder of his appointment (until June 30, 2024). Matthew Suarez seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

New Business

Schedule 2021 Officer Elections

Trustee Hermann announced her retirement from the Board, effective after the July regular meeting and asked that the position be posted. Given that she is leaving and the Western County representative is not yet seated, a decision on reshuffling officer duties through a mid-year election was tabled until July.

Scheduling Tentative Dates and Times for Executive Director Brumett's 3 Month and 6 Month New Employee Review Deliberation and Evaluation Sessions

Executive Director Brumett's reviews were scheduled as follows. The large meeting room in Nixa will be booked for all four sessions, but the group will meet virtually if they deem it too dangerous due to rising COVID risk to meet in person.

3 Month Review:

Monday, August 9th at 2:00 p.m. (Deliberation)

Tuesday, August 10th at 5:30 p.m. (Review)

6 Month Review:

Monday, November 8th at 2:00 p.m. (Deliberation)

Tuesday, November 9th at 5:30 p.m. (Review)

Revisiting Board of Trustees 2021 Meeting Schedule and Virtual vs In-Person Status

Given rising COVID numbers and the quick spread of the more contagious variants, the group decided to continue for now with virtual meetings.

Janis Hagen then moved to cancel the scheduled Secondary Board Meetings in July, September, October, and December. Those in August and November will stay on the calendar, but be used as closed meetings for the Executive Director's performance review. Matthew Suarez seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

Bylaw Revisions - First Review (Vote Not Until July 26, 2021 Regular Meeting)

Paula Bishop moved to approve the draft presented for a vote in July pending the Library attorney's review. Matthew Suarez seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

Policy Updates:

Open Meetings & Records Policy

Matthew Suarez moved to adopt the revised Open Meetings & Records Policy as presented but with the addition of the word "only" in the last sentence of the second paragraph. Paula Bishop seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

Public Comment Policy

Janis Hagen moved to adopt the revised Public Comment Policy as presented but substituting "Presiding Officer" for "President" at the beginning of the second full paragraph. Matthew Suarez seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

Other New Business

None presented.

Adjournment

Matthew Suarez moved to adjourn. Janis Hagen seconded. All Trustees present were in favor. The motion passed. Roll Call: Trustee Bishop: Aye; Trustee Hagen: Aye; Trustee Suarez: Aye.

The meeting adjourned at 9:03 p.m.