

**The Riverside Regional Library
Board of Trustees Meeting
May 23, 2024**

The Riverside Regional Library Board of Trustees conducted a meeting Thursday, May 23, 2024 at Riverside Regional Library, 1997 E. Jackson Blvd., Jackson, Missouri.

Call to Order

The meeting was called to order by President, Chris Hurst at 7:04 p.m.

Roll Call

Members present were: Lana Arnzen, Denise Glastetter, Tom Gross, JoAnn Hahs, Beverly Hemmann, Chris Hurst, Amanda Layton, Andy Meyer, Kathy Panagos, Sarah Pruden, Cheryl Ray-Layton and Gary Ziegler. Members absent: Kate Martin, Sherry Mitchem and Deborah Wideman. Also present were Library Director Frankie Lea Hannan and Recording Secretary Alea Belmas.

Open Forum for Visitors – None

Reports to the Board – None

A. Action Items

Approval of Minutes

A motion was made by Kathy Panagos, seconded by Andy Meyer, and approved unanimously to accept the April 2024 minutes.

A motion was made by Andy Meyer, seconded by Lana Arnzen, and approved unanimously to accept the April Allowance of Bills and Financial Report.

B. Information Items

1. Correspondence –

- The Missouri Department of Elementary and Secondary Education announced the collaboration with the *Dolly Parton Imagination Library* in order to provide every child from birth to age 5 with a new book every month. Each of our branches have received the promotional material and has it on display. It is estimated that 400,000 Missouri children will benefit from this program.

2. Librarian's Report (Written report)

- We have mailed out more than 350 *donation letters* to various businesses that are local to each of our branches in an effort to assist with our 2024 Summer Reading Program. These donations help cover additional expenses not covered by the Summer Reading Grant, such as performers, prizes and craft supplies.
- In March, Director Frankie Lea Hannan visited our *Perryville & Oran branches* where she toured both facilities and spoke with Branch Manager, Melissa Haymaker (Perryville) and Branch Manager, Tiffany Whitmore (Oran), about needs and concerns they have regarding their branches.
- Director Frankie Lea Hannan attended the *2024 Public Library Association (PLA) conference* in April, where she attended several sessions and spoke with various vendors.
- State Legislature has passed the *FY2025 budget*. *Missouri HB2498*, has not cleared the third reading.
- *Personnel* – Elizabeth Gonzales was hired as a full-time Circulation Clerk in Jackson, effective 4/1/2024. Novena Bollinger, Catalog Supervisor, submitted her retirement notice, effective 5/31/2024. Samantha Buchheit has accepted the position of Children's Librarian, effective 5/13/2024. Sandy Welker is stepping down as the Circulation Supervisor to transition the ME Courier processing to Catalog Services, effective 6/3/2024. Robbie Black will transition to Circulation Supervisor, effective 6/3/2024. Bethany Holmes has accepted the position of Catalog Supervisor, effective 6/2/2024.

3. Committee Reports – None

4. Unfinished Business –

- We have secured Rockhill & Sons as our *snow & ice removal services* for the 2024-2025 season. This is the same company that we have used for the last several years.

5. New Business –

- Frankie Lea spoke about a *6-month performance feedback* where she would like some Board feedback on how she has been doing. She will email a copy for the Board to review.
- We have decided not to renew our *American Library Association (ALA) membership* this year.
- The *2023 Financial Statement* was distributed prior to tonight's meeting. A motion was made by Kathy Panagos, seconded by Tom Gross and approved unanimously to accept the 2023 Financial Statement.

C. Executive Session – None

D. Board Orientation and Training – None.

E. Adjournment

Beverly Hemmann made a motion, seconded by Andy Meyer and approved unanimously to adjourn the meeting at 8:15 p.m.

The next regular board meeting will be held at Jackson, MO on Thursday, June 27, 2024 at 7:30 p.m.

Respectfully submitted,



Alea Belmas
Recording Secretary

Approved by the Riverside Regional Library Board of Trustees

Date: 6-27-2024

Presiding Officer: Christopher J. Hunt