De Soto Public Library Board Meeting Minutes

May 9, 2022

1. CALL TO ORDER
2. Roll Call: Linda Bean, Mike Lowry, Jillian Lutz, Bruce McKinstry, Joni Roland, Ruth Rose, Terri Walker. Joni is a new member of the board.

Director: Karen Graham, City Liaison: Autumn Blanchard

1. Established Quorum
2. Guests: Janice Butcher (library staff), Aleen Davis
3. Acceptance of Agenda: Motion by Bruce, second by Jillian. Passed
4. APPROVAL OF MINUTES – No minutes available. April meeting was canceled because we didn’t have a quorum.
5. PUBLIC COMMENTS – None
6. FINANCIAL REPORT: Ruth went over the financial report and highlighted line items that were over budget. All overages had reasonable explanations.

Approval of April Financials – Motion by Mike, second by Bruce. Passed.

1. DIRECTOR’S REPORT: See attached report.
	1. We are working on installing a flagpole that was donated to us from the City of DeSoto.
	2. We need volunteers for the Oasis tutoring program. The program is for students K-3. It runs for 6 weeks starting July 5th and running to August 12th (Tues., Wed., Thurs.). Joni suggested A+ students to help tutor. Karen will look into it. The training is scheduled for June 9th 10 am – 12 pm.
	3. Friends of the Library are splitting the cost of a Circuit machine for library staff use.
	4. Jefferson County Health Department is giving away free bike helmets on May 14th 10 am – 12 pm to kids ages 4 to 12. .
	5. Summer Reading Program kicks off June 1st.

Approval of Director’s Reports – Motion by Jillian, second by Ruth. Passed

1. OLD BUSINESS:
2. State Senator Elaine Gannon has done her part to get us approved for $400,000 in matching funds. It’s now in the hands of Governor Mike Parsons. Hopefully, he will sign off on July 1st. We would then have almost doubled our original budget and we would have about 3 years to use up the funds. We compiled a list of wants and needs to give the architect. We will only eliminate items if our new budget can’t afford them. Items include: New shelving, ADA bathrooms, New flooring, Quiet study rooms, Staff bathroom, New furniture, Skylights, Additional Storage, Patio, Solar Panels, Tuckpointing, Southside addition (30’ x 80’), New roof w/pitch, Electric charging stations, Outdoor solar charging bench, Insulation in ceiling, & New windows.
3. NEW BUSINESS:
4. To correct the current issue with board members’ expiring terms, three board members will sign up for 3 year terms (Bruce, Jillian, Aleen), one member will sign up for a 2 year term (Mike), and 2 new members will sign up for only 1 year terms (not yet named).
5. We are about 98% done with Technology Mini Grant and Strengthen Missouri Grant. We have lots of great new things including: self-check kiosk, coin/bill acceptor, and printing software.
6. Received $4,000 for STEM (science, technology, engineering, math) kits.
7. Reviewed pros and cons of Wi-Fi hours until 9 pm.
8. Congratulations to Karen! She has now completed her Master’s Degree in Library Science. Motion by Bruce to increase her wages according to the salary schedule as previously discussed, second by Ruth. Passed.
9. AJOURNMENT: Motion by Jillian, second by Ruth. Passed

Respectfully Submitted,

Terri Walker