

**City of Tipton Municipal Library District
Board of Trustees Meeting
December 28, 2023**

Meal and Presentation: Prior to the business meeting, carry-in snacks were enjoyed by members of the board and President Jeanne Edwards presented library director Marsha Nelson with a certificate recognizing 26½ years of service to Price James Memorial Library.

I. CALL TO ORDER

Jeanne Edwards, president, called to order the regular meeting of the City of Tipton Municipal Library District Board of Trustees at 6 p.m. Thursday, Dec. 28, 2023, at Price James Memorial Library, Tipton, Mo.

II. PLEDGE OF ALLEGIANCE: All present recited the Pledge of Allegiance.

III. ROLL CALL: The following trustees were present: Jeanne Edwards, Reta Bestgen, Debbie Schreck, Lori Bestgen, Kerry Uptergrove and Karla Pettigrew. Trustees Georgianne Morgan, Emily Heard and Lianne Twyman were absent. Library Director Marsha Nelson was also present.

IV. APPROVE AGENDA:

Lori Bestgen made a motion to approve the agenda for Dec. 28, 2023. Reta Bestgen seconded and the motion carried.

V. APPROVE MINUTES FROM LAST MEETING:

Karla Pettigrew previously distributed the minutes of the Nov. 30, 2023, meeting via email. Kerry Uptergrove made a motion to approve the minutes, Debbie Schreck seconded and the motion carried.

VI. TREASURER'S REPORT

Lori Bestgen provided copies of the treasurer's report which included a review of the general ledger, balance sheet and the current operating budget. Debbie Schreck made a motion to approve the treasurer's report. Kerry Uptergrove seconded and the motion carried.

VII. LIBRARY DIRECTOR'S REPORT

Marsha Nelson, library director, previously distributed the November circulation report via email and gave a general update with the following items.

Park Decorations: Friends of Price James donated a new sign and decorations for a Christmas display at Tipton City Park. The new decorations are much easier to put up and take down as opposed to the older one.

Library Conference: Marsha attended the Missouri Public Library Directors Conference at Stoney Creek Lodge in Columbia. She reported the major topic of interest was artificial intelligence book writing.

Christmas Open House: The Christmas Open House was held from 1-4 p.m. Friday, Dec. 22, with refreshments and a craft for children. Youth volunteers helped with refreshments and the craft. Marsha reported it was very well attended with 45 children and adults plus staff and volunteers.

Ameren Grant: Marsha followed up with Ameren because the email she received indicated two \$2,000 checks were sent and only one arrived. The Ameren representative apologized, saying it was a “click and paste” mistake. There was only one nomination for the Love Your Library grant and therefore only one check was issued.

Computers and Printer: Heartland Business installed two computers, one at the checkout counter and one for the library assistant, and the color printer Friday, Dec. 22. Marsha reports everything is working well.

Color Copies: Marsha reported customers will be charged 25 cents for a color copy.

Chromebooks: Nine Chromebooks were sold for \$30 each.

State Aid: The library district received \$1,483 in Missouri General Assembly appropriated state aid to public libraries for the first two quarters of 2023.

VIII: FRIENDS OF PRICE JAMES LIBRARY: Marsha reported the Friends received and passed on to the library a check for \$1,000 from Ameren for the Love Your Library grant. Friends also provided refreshment at the Christmas Open House.

IX: PRESIDENT’S COMMENTS: The president thanked board members for bringing snacks to the Christmas gathering.

X: UNFINISHED BUSINESS

Lease Agreement: Debbie Schreck made a motion to approve the two-year lease agreement with the City of Tipton. Lori Bestgen seconded motion and motion passed.

Lighted Sign: Clay Blake at Koechner’s suggested Gabe Knipp, a former Koechner employee, be contacted regarding the partially lighted outdoor sign. Gabe began by looking at the “eye” of the dusk to dawn setting and will, if needed, address possible problems with the lights. He will report his findings to Marsha.

Library Director's Evaluation: The board president reported she met with library director Marsha Nelson, reviewed her yearly evaluation and discussed expectations and focus areas for the coming year.

XI: NEW BUSINESS

Next Meeting: The next regular meeting was set for 6 p.m. Thursday, Jan. 25, 2024. Meeting adjourned at 7:19 p.m.

Minutes submitted by Karla Pettigrew