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Maryville Public Library Board of Trustees

Regular meeting: January 10, 2023

Held at First Christian Church Meeting Room, 201 West 3rd St., Maryville, MO

Board President Jenny Rytting called the meeting to order at 12:01 p.m.

Other members participating in the meeting were Paula Cobb, Cara Colville, Scott Kuhlemeyer, Barb Nelsen, Jim Rash, Marilyn Rhea, and Bill Richardson. Library Director Stephanie Patterson was also in attendance.

Meeting Minutes: Richardson moved to approve the minutes of the December 13, 2022 meeting. Rash seconded the motion. Motion passed unanimously.

Bills: Richardson moved to approve the bills as presented. Nelsen seconded the motion. Patterson explained the payment of \$3,277.57 to the City of Maryville is for health, dental and life insurance for the 3 full-time employees. In the past, this was classified a liability so it didn't appear on the bills. The cost of insurance increased in January. The payments to AFLAC have begun but are classified as liabilities. Rytting asked how the current cost of insurance compares to the plan from Blue Cross. Patterson explained the Blue Cross plan was purchased through the city and then the city decided to self-insure. When the switch was made there wasn't a big change in the premiums and the coverage is good. After discussion, the motion passed unanimously.

Financial Reports: Rhea moved to approve the December 31, 2022 Financial Reports as presented by Hardin, Cummins, Moss & Miller LLC. Nelsen seconded the motion. Patterson stated a grant reimbursement payment from the city for approximately \$49,000 was just received and will be reflected in the January financial statement. The motion passed unanimously.

Reports and Discussion Items:

December Circulation Report: Total circulation for December was 3,695 which was down slightly from November and lower than December of 2021. In December, there were 220 internet logins with 146 online hours, an increase from November and the previous December.

Programming Update: From October to December 2022, there were 4 adult events with an average attendance of 14. There were also 14 early literacy storytimes with an average attendance of 10 and 7 PreK-Grade 6 offerings with about 18 completing each activity.

Foundation Funds Statement: The balance of the Second Century Library Fund on December 31, 2022 was \$473,483.83 which was a decrease of \$115,705.62 for the year.

Annual Evaluation of the Director: Rytting explained the process for the Director's annual evaluation. Trustees have received both paper and electronic versions of the evaluation and the goals/ objectives for 2021-2022. Patterson also provided information about progress on each goal/ objective. Rytting noted the purpose of the process is to evaluate how well Patterson has done in guiding the library on these specific action steps. Completed evaluation forms are due to Rytting by February 1 so she can compile the data before the February board meeting.

Patterson pointed out that if a Trustee feels improvement is needed in an area not specifically addressed by the goals/ objectives, item 4 is a catchall for anything not explicitly stated. Patterson suggested the evaluation policy may need some revision.

Reports of committees: During discussion about the Building Committee's work a question was asked about progress in working with MTS to return and fix some issues with the mortar work. Patterson said MTS agreed that additional work needs to be done and are planning to return in March to complete it, depending on the weather. Rytting suggested a brief breakout for committees to meet and make plans. The committees met for about 5 minutes.

Statements for the Good of the Order: None

Motion to Adjourn: At 12:29 pm Rash moved to adjourn. Rytting declared the meeting adjourned.

Respectfully submitted by Cara Colville