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## Maryville Public Library Executive Board of Trustees

**Regular meeting: April 14, 2026**

Held at Maryville Public Library,  
Maryville, MO

Board President Jim Rash called the meeting to order at 12:00 p.m. Other members participating in the meeting were Paula Cobb, Cara Colville, Andrew DeCurtis, Marilyn Rhea, and Bill Richardson. Library Director Stephanie Patterson and Elizabeth Argo were also in attendance.

**Meeting Minutes:** The Chair called for corrections to the minutes of the March 10, 2026 Executive Board meeting. There being no corrections the chair declared them approved as published.

**Bills:** Patterson noted Amazon's billing isn't consistent with government accounting procedures since they charge the Library's credit card days in advance of receipt of an invoice. This means there is an additional \$565.24 in charges not included in the expense report. There were no issues identified in the elevator inspection. DeCurtis asked which PC had been replaced and Patterson explained it was the one in Study Room A. Rhea moved to approve the bills as presented. Richardson seconded the motion which passed unanimously.

**Financial Reports:** Patterson noted that until this year, the Library has received funds from the city's surtax on commercial real estate. The county has indicated the Library doesn't need to be included so the city has stopped the practice. Rhea asked about the justification for this. Patterson couldn't find one. Scott Kuhlmeier arrived during this discussion. Cobb moved to approve the March 31, 2026 financial reports as submitted by KBA Audit & Advisory LLC. Richardson seconded the motion. The motion passed unanimously.

**Progress Report: FY2026 Goals & Objectives:** Patterson noted in terms of programming that Elizabeth Argo and Ashton Henggeler are at or above their goals. Patterson stated programming may slow when the window work begins. Circulation was up in March but down overall for the year. Personnel expenditures are on target. A tentative date of September 12 has been set for a celebration of the completed window project, in conjunction with the Nodaway County Historical Society. Patterson asked if the trustees wanted a facilitator for the Board's strategic planning session. The consensus was to have a facilitator. Kuhlmeier moved to accept the progress report. Richardson seconded and the motion passed unanimously.

**Quarterly Programming Report:** The Children's Business Fair was wildly successful. Sixty-three children operated 56 businesses. Patterson noted she invited Argo to

attend the meeting to be recognized for her work on the CBF. Rash thanked Argo on behalf of the Board. He also asked the trustees to be on the lookout for tables and a larger space for the event. Argo thanked the Board for its support and shared that Economic Development has invited the children's businesses to participate in a fall event. In the second quarter, there were 15 onsite Story Hours with an average attendance of 19 per event. Additionally, there were 26 offsite sessions held at local Head Start and Title 1 classrooms. Five adult/ young adult programs were held at the library with an average attendance of 25.

**Other Action Items:**

**Board Self-Evaluation Results:** Patterson congratulated the trustees for doing the self-evaluation, noting most library boards don't. Rash offered to work with a subcommittee for policy review once his term as chair has ended and recommended tabling policy review at the present time. Cobb moved to accept the self-evaluation as part of official records. Rhea seconded. The motion passed unanimously.

**Proposal to Adopt Revised Board Self-Evaluation Policy:** Richardson recommended giving trustees a month to review the proposed self-evaluation form and to take action at the May meeting. Rash agreed to tabling the topic for a month. Patterson noted the previous document wasn't actually in the manual so it wasn't included in the biennial review.

**Appointment of Board Officer Nomination Committee:** Rash appointed Rhea and Strickland to the nominating committee, which will report with a slate at the May meeting.

**Request for Proposals for Window Coverings and Installation:** Patterson explained that after removing the window coverings in preparation for the window replacement, she noticed the coverings don't look very nice. She will take them to the dry cleaner to see if they can be cleaned but if not, replacement would be costly enough that it will require an RFP. Rash suggested waiting on the RFP until after Patterson has worked with the dry cleaner.

**Request for Purchase of Children's Area Seating with Friends Funds:** Parents and grandparents like to read to their children while at the Library. Currently, the only seating in the children's area is a narrow rocking chair. A new patron said it would be nice to have seating that would accommodate an adult and a couple of children. Patterson is proposing purchasing the small loveseat through Demco at an estimated price of around \$2,000. Kuhlemeyer asked if there was a way to determine if the seating is comfortable. Rhea and Cobb both noted it would be nice to have it before the summer reading program begins. Rash suggested provisional approval. Kuhlmeier moved to approve the purchase of the seating for the children's area as proposed, pending a conversation by the director with Rolling Hills Library staff regarding

comfort. DeCurtis seconded the motion which received unanimously provisional approval.

**Reports and Discussion Items:**

**Spring 2025 Policy Manual Review Responses:** Patterson shared responses from trustees in 2025 regarding a policy manual review. The priority items at that time were meeting room use and public use of the facility. Rash noted some progress had been made.

**Policy Discussion: Meeting Room Space, Library Property Use for Public Events:** Patterson explained the difference between the 2 policies. Public events are organized by Library staff in accordance with the Goals and Objectives of the Library. For public events where the Library partners with another organization, the event must be very specific because of free speech considerations. Meeting room use refers to private groups renting space. Patterson stated people who contact the Library are looking for free meeting spaces and don't want to pay a fee. Currently, there is no fee to use a meeting space, although there is a small fee if food will be served. Currently, meeting rooms are only scheduled during regular Library hours. Patterson shared an analysis of potential income from instituting a room rental fee. Rash was concerned about a net revenue per event of only \$13.21. There was a consensus to keep the current policy in place.

**FY2025 Audit update:** Patterson shared KBA hopes to have the audit ready by the end of the month and to report on it in May.

**Circulation and library use reports:** Circulation for March was 5,724.

**Foundation Funds Statement:** The balance of the Second Century Library Fund on March 31, 2026 was \$884,843.60.

**Reports of Committees:** There were no reports from the committees.

**Director Updates:** Patterson shared Re-View should be onsite April 27 to do mock-ups. Patterson hopes to take PTO April 30-May 9, depending on the mock-up timeline. DeCurtis asked about the amnesty program discussed at the last meeting. Patterson sent a news release to the paper. There are over 10 patrons who still need to be contacted. Over a dozen have already been reinstated.

**Statements for the Good of the Order:** Rash invited everyone to attend the Nodaway Chorale performance 4:00 pm April 26 at the PAC.

**Motion to Adjourn:** At 1:28 pm Rash adjourned the meeting.

Respectfully submitted by Cara Colville