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Maryville Public Library Executive Board of Trustees

Regular meeting: February 10, 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, Scott Kuhlemeyer, Bill Richardson, Marilyn Rhea, and Daisy Valenzuela. Library Director Stephanie Patterson was also in attendance.

Meeting Minutes: The Chair called for corrections to the minutes of the January 13, 2026 Executive Board meeting and the January 13, 2026 Friends/Foundation Board minutes. In the Executive Board minutes, DeCurtis noted a mention of “lead pain” should have read “lead paint”. With the one correction, the chair declared the minutes of the January 13, 2026 Executive Board approved. There being no corrections to the January 13, 2026 Friends/Foundation Board minutes, the chair declared them approved as published.

Bills: Patterson explained the payment to Nora Crowley. She was an intern hired last year to create a history panel about the post office. She was to receive \$300 but Patterson noted minimum wage increased and she learned interns must pay for the credit hours of their internships. Patterson increased the payment to \$450 in consideration of these factors and as a reflection of the quality of Nora’s work. Rash noted the payment to the City of Maryville for two months of staff insurance was related to the onboarding of new staff in the city offices. Rhea asked if the Library has an ongoing agreement with attorney Taryn Henry. Patterson stated she is consulted on an as needed basis. Rhea moved to approve the bills as presented. Richardson seconded the motion which passed unanimously.

Notification of payment to RV Historical LLC: Patterson received the first monthly invoice from RV Historical LLC, previously known as ReView Windows. The invoice is broken out into specific functions and Patterson thanked Kuhlemeyer for explaining some components and noting the need for more shop drawings. Patterson has received some samples of paint, glass and hardware. There were some concerns about the finish of the brass fittings. Patterson received the bill the day after the January Board meeting. With approval from Chair Rash and Building & Grounds Chair Kuhlemeyer, Patterson issued a check in the amount of \$30,402.90. Rhea moved to ratify the payment to RV Historical. Kuhlemeyer seconded the motion which passed

unanimously. Patterson stated she expected Roth Environmental to be on site today to do testing in the basement.

Financial Reports: Patterson noted the financial statements were prepared by KBA Audit & Advisory LLC, who purchased Harden, Cummins, Moss & Miller LLC's clients. Patterson stated the ad valorem tax payment was just received today so they aren't reflected in the financial reports. Cobb moved to approve the January 31, 2026 financial reports as submitted by KBA Audit & Advisory LLC. Valenzuela seconded the motion. The motion passed unanimously.

Other Action Items:

Policy Revision Proposal: Conflict of Interest policy: Patterson explained the Conflict of Interest policy was recommended for review during the Board's policy manual review the previous Spring. After reviewing other policies, she added a \$100 minimum and included the director in the policy. The Trustees and Director would need to sign the policy annually. There was discussion about the degrees of relationship which would need to be revealed. It was decided some revision needed to be made and Patterson will bring a new proposal to the next meeting.

Policy Revision Proposal: Privacy & Data Security Policy: Patterson stated there has been a policy in place but federal grants now require a statement that policies are in place. Patterson added the section Internal Controls Related to Federal Grants to comply with that rule. MORENET, the state subsidized tech support for schools and libraries, did a data security assessment of the Library. Patterson hasn't received the results yet but was given some suggestions. She added the Data Integrity & Security section. DeCurtis moved to approve the revision to the Privacy & Data Security Policy. Rhea seconded. The motion passed unanimously.

Carnegie Foundation \$10,000 grant: Patterson learned about a grant for any library that was originally funded by Carnegie. She applied and received \$10,000. She asked the Board for guidance on how to use the funds. Rash asked what the options were and what Patterson would recommend. Patterson shared the grants were offered by Carnegie as part of the America250 celebration and she needed to report to them how the funds were used. After discussion, it was determined Patterson will keep the money in the Memorials/ Restricted Gifts fund until a decision is made.

Surplus Property Declaration: Patterson supplied a surplus property sale price list. Board approval isn't necessary.

Reports and Discussion Items:

Circulation and library use reports: Circulation for January was 5,486.

Foundation Funds Statement: The balance of the Second Century Library Fund on January 31, 2026 was \$871,246.32.

Director Updates: Patterson stated there are 58 kid-run businesses registered for the Children's Business Fair. She will need volunteers to help on the day of the event and she is looking for tables she can borrow for that day. Furniture needs to be moved prior to the window work beginning.

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

Annual performance review of Library Director: Rash explained the Board had the option for going into closed session as the discussion related to personal information about an employee. At this time, Patterson. Rhea moved to go into closed session and Richardson seconded the motion. Upon roll being called, the vote was as follows:
Yeas: 8- Rash, Richardson, Kuhlemeyer, Valenzuela, DeCurtis, Cobb, Rhea, Colville
Nays: 0

After returning to open session, Patterson was invited to return. Rash gave a copy of the approved document to Patterson. Rash noted he had allowed Patterson to read the report prior to the meeting. Rash stated he wasn't sure the Trustees understood what the goal "empower individuals in their own creative endeavors" meant. Patterson shared it was suggested by a former Trustee who was an art teacher. Patterson noted the focus of the Board changes as the Trustees change and the Board has the authority to change the objectives and the mission.

Statements for the Good of the Order: None

Motion to Adjourn: At 1:07 pm Rash adjourned the meeting.
Respectfully submitted by Cara Colville