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## **Maryville Public Library Board of Trustees**

**Regular meeting: February 11, 2025**

Held at Maryville Public Library,  
Maryville, MO

### **Maryville Public Library Executive Board of Directors Minutes of Regular Meeting, February 11, 2025**

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, Marilyn Rhea, and Bill Richardson. Library Director Stephanie Patterson and Board Applicant Ashley Strickland were also in attendance.

**Meeting Minutes:** The chair asked for corrections to the minutes of the January 14, 2025 Regular Board meeting and January 14, 2025 Friends/Foundation Board meeting. DeCurtis noted in the Friends/Foundation minutes he asked about rebalancing the portfolio, not the IPS. The chair declared the minutes approved with the one correction.

**Bills:** Rhea asked about the former staff member who received flowers. Patterson explained they often send flowers to former employees during times of loss or illness. Rhea moved to approve the bills as presented. Richardson seconded the motion which passed unanimously.

**Financial Reports:** Patterson reported the \$24 mystery remains a mystery. The money isn't missing and was probably tagged with the wrong label. Rash noted we have completed  $\frac{1}{3}$  of the fiscal year so the target for budgeted items is 33.3%. Cobb moved to approve the January 31, 2025 Financial Reports as presented by Harden Cummins Moss & Miller LLC. Kuhlemeyer seconded the motion. The motion passed unanimously.

#### **Other Action Items:**

**Surplus Property Declaration: Furniture and leftover children's books:** Patterson shared the book sale has been moved from April to March because they have received so many donations. New Nodaway Humane Society requested books for children to read to animals in the shelter. The library has 40 books leftover from various giveaways and is asking for authorization to donate them to NNHS. The surplus items offered for a set price are a bookshelf, lockable file cabinet, pressboard folding table,

and a high back upholstered armchair. These items are priced between \$5-20. Patterson is recommending listing a Fire King fire resistant file cabinet for open bids. This cabinet was donated to the library by Bank Midwest. It is not really being used and Patterson is concerned that its 794 lb weight could be structurally harmful to the building. Kuhlemeyer agreed the weight is not good on a wood structure. Patterson found the commercial value of the file cabinet is \$4,500. Patterson will post pictures on Facebook. She shared that the library received several hundred dollars for the card catalog when it was sold using this process. Rash noted a bid doesn't have to be accepted, especially if the bidder can't guarantee a removal date. Richardson moved to authorize Patterson to dispose of the surplus items as recommended. Kuhlemeyer seconded and the motion passed unanimously.

**Board Seat Applications:** Patterson explained that John Carr and Steve Klotz's jobs prevent them from attending meetings and asked to resign their positions before the end of their terms. Patterson shared the openings on Facebook and received applications from Ashley Strickland and Daisy Valenzuela-Cordell. Patterson stated if the Board approves the two applicants she will forward their names to the City Council for final approval. Rash welcomed Strickland, who was in attendance. Rhea moved to recommend Ashley Strickland and Daisy Valenzuela-Cordell for approval by the City Council to fill the two vacant Board positions. Richardson seconded the motion. Rash noted the application may need to be revised, especially the question about how to improve the library's efforts to pursue its mission and goals. Richardson suggested a resume might be helpful. The motion passed unanimously.

### **Reports and Discussion Items:**

**Circulation and library use reports:** Circulation for January was 6,061 which was the highest January circulation in the past 6 years.

**Foundation Funds Statement:** The balance of the Second Century Library Fund on January 31, 2025 was \$713,264.49. Patterson noted the more detailed report will be supplied quarterly as discussed at the last Friends/Foundation Board meeting.

**Other Director Updates:** Patterson has not yet hired for the part-time story hour associate position. The Second Century Library Fund Foundation is approximately \$6,000 away from meeting the window grant match challenge. Patterson did note she hasn't received Kawasaki's check yet. DeCurtis cautioned against including amounts not yet received in the total. Patterson has learned the City of Maryville has some grant funds that may be available to help with the window project. Cobb asked if grant money from the city would count towards the matching challenge and Patterson said she confirmed with Bolger that intergovernmental grants are accepted. Patterson hasn't made any progress on the 3-year building maintenance/ improvement plan. The

Children's Business Fair Market Day is Saturday March 15 at First Baptist Church. Later that day, the Library will host author Lance Dorrel. The Spring Book Sale will be March 19-24. Trustees are encouraged to contact Rhonda is able to volunteer.

**Reports of Committees:** Kuhlemeyer reported he had reached out to Marvin Windows and is waiting on a response. Rhea reported the Capital Fundraising is going well. Rash reported the Special Events committee met January 29. They discussed how best to utilize a newsletter and hosting an event in September to draw attention to the history display. The 120th anniversary of the Library will be in July and that may be the focus of the September event.

**Annual performance evaluation of the 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 and Strickland left. Richardson moved to go into closed session and DeCurtis seconded the motion. Upon roll being called, the vote was as follows: Yeas: 7- Rash, Richardson, Cobb, Colville, DeCurtis, Kuhlemeyer, Rhea Nays: 0

After returning to open session, Patterson was invited to return. Rash gave a copy of the approved document to Patterson . Patterson said she would read through the document and if she needed more information it could be discussed at the next open session of the Board.

**Statements for the Good of the Order:** None

**Motion to Adjourn:** At 12:49 pm Rash adjourned the meeting.

Respectfully submitted by Cara Colville