

Nevada Public Library Board of Trustees
Thursday, February 23, 2023, at 5:15 pm
Nevada Public Library, 218 W. Walnut St., Nevada, MO 64772

- CALL TO ORDER** The Nevada Public Library Board of Trustees met in the Annex of the Nevada Public Library. The meeting was called to order by the Board President, Julie Scotten, at 5:20 pm.
- ATTENDANCE** Present: Julie Scotten, Lucia Green, Denise Carrick-Hedges, Amy Smith, Caroline Taylor, Clarisse Teepe-Fryrear, Angela Hedges, Oindrila Roy.
Also present: Director Jodi Polk
- BOARD NEWS** New members, Lucia Green and Caroline Taylor, were welcomed by Board President and presented with certificates of service.
Green fills the seat formerly held by L. Walker, partial term ending June 2023. Taylor fills the seat formerly held by M. Carter, partial term ending 2025.
One vacancy remains on the NPL Board for a city resident to serve.
If you learn of an interested community member, please send them to the city clerk's office to submit their application.
- PUBLIC COMMENTS** None.
- MINUTES** The meeting minutes of January 26, 2023, were reviewed. **Amy Smith made a motion to approve the minutes, seconded by D. Hedges. Motion passed.**
- DIRECTOR'S REPORT** Highlights from the report included the following news;
 1. NPL was awarded \$4,796 for the 2023 Summer Reading program LSTA grant.
 2. The in-house network project, 2023 Server Upgrade and Refresh, installation is well underway with iNetVisions almost finished with installation of the hardware.
 3. A grant application was submitted to the Dollar General Literacy Foundation in an effort to expand NPL's collection of materials for adults and youth who struggle with dyslexia and/or learning disabilities.
 4. Attendance at our youth programs is growing!
- FACILITIES REPORT** Director Polk shared proposed that the Board consider which action to take with regards to the overhead awnings on the exterior of the building. Discussion was held. No motion was made. Director will postpone hiring a cleaning service for the pigeon 'debris' issue due to the damage risk that pressure washing would do to the canvas.
- FINANCIAL REPORT** The January 2023 financial report, as prepared by Ralph Shumaker, CPA, was reviewed. **Oindrila Roy made a motion to approve the report, seconded by C. Teepe-Fryrear. Motion passed.**

**UNFINISHED
BUSINESS**

2022-1102: Personnel Policies- Compensation/ Benefits

Discussion was held regarding Employee Classifications.

The policy for City of Nevada Employee Code (Section 25-2.105) was reviewed.

[Clarisse Teepe-Fryrear](#) made a motion to make the following change to NPL's Personnel Policy. Strike 32 to 40 hours, replace with 40 hours per week.

Compensation

Employee classifications

"A full-time employee is defined as an employee who is hired to work ~~32-40 hours a week~~ **40 hours per week** for an hourly wage or for an annual salary. FTEs are entitled to health insurance and LAGERS retirement benefits." **Motion seconded by Amy Smith. Motion passed.**

2023-0101: Annual Policy Section review- Circulation Policies

The Board reviewed the policies for circulation including library cards, use of materials, loan guidelines, fines & fees, and restriction/suspension of accounts.

Clarisse Teepe-Fryrear made a motion to adopt the Circulation Policies as revised. Motion seconded by A. Hedges. Motion passed.

NEW BUSINESS None

NEXT MEETING The next meeting date is set for March 23, 2023, at 5:15 p.m.

Director Polk will hold an orientation meeting for new Board members on Friday, February 24 at 2 pm. Attendees will join by Zoom or phone.

ADJOURNMENT **Oindrila Roy made the motion to adjourn the meeting at 6:27 pm. Seconded by A. Smith. Motion passed.**

Recorder Respectfully submitted for review by Jodi Polk.