

**Independence Public Library Board of Trustees Minutes  
Wednesday December 21, 2022**

**I REGULAR SESSION**

**Board Members Present:** Michelle Anderson, Chairman, Trustees: Ron Schwatken. Rachel Koszalka, England Porter, Carolyn Torrance

**Also Attending:** Library Director, Jeri Hopkins, Assistant Director, John Long and Recording Secretary Gloria McCoy.

- **Call to Order:** Michelle Anderson called the meeting to order at 5:20 p.m.
- **Adoption of Agenda:** Carolyn T. moved and England P. seconded a motion to approve the agenda as printed. Motion carried.
- **Approval of Minutes for previous meeting:** Minutes of the November 16, 2022 meeting were approved.

**II CONSENT OF AGENDA:** The Consent Agenda was adopted as presented.

**III OLD BUSINESS:**

- **Sexual Harassment** – The City sent a copy of their Sexual Harassment Policy and the Definition of such. Independence Public Library already has a similar policy. The Director added procedures to back up the policy. Staff must report anything to their supervisor.
- **Reports to Keep or Eliminate** - All reports to the board will be continued except the Monthly Expense Detail. Motion was made by England P. and seconded by Carolyn T. to eliminate this report.

**IV NEW BUSINESS**

- **Staff Pay Grades** – Ron S. made a motion to approve the staff pay grades as presented and seconded by Carolyn T.
- **Board Signatures** - A motion was made by England P. and seconded by Carolyn T. to remove Bill Kelly, Tom Richardson and James Reed from the board signatures for all bank accounts.
- **Signatures on General Account and the Money Market Account** – A motion was made by England P. and seconded by Rachelle K. to add

the new board members, Carolyn Torrance and England Porter, as signatories on the general account and the money market account.

- **Community National Bank Credit Card Account** – A motion was made by England P. and seconded by Carolyn T. to remove Nancy Kishpaugh from the Community National Bank Credit Card Account and to add Jacob Williams.

## **V STAFF REPORTS**

- **Rachelle K.** – is the new Director of the Coffeyville Public Library. Congratulations!!!
- **New Position to open** – Adult Services Coordinator.
- **Trixie In The News:** A local TV station, KOAM from Pittsburg, came to the library to do a Christmas video on Trixie The Library Cat. Fun!!!

### **Library Presence in the Community**

- **Laurel Street Bakery** – Seniors gather there for coffee. They are pleased with the Library and what they are offering,
- **Nancy K.** - is starting a Senior Citizen Group.
- **Brandon W.** – Coffee Bar is Open and Open Mic Night will be starting soon.

## **VI UPCOMING ADVOCACY EVENTS**

- **Fundraiser** – Hawaiian Luau Murder Mystery

**VII. Adjournment:** Meeting adjourned at 5:50 p.m. The next regular meeting is scheduled for Wednesday, January 18, 2022, at 5:15 p.m.

**Ron Schwatken**

**Date of Approval**