

Tonganoxie Library Board of Directors

November 11, 2020

Library Board Attendees: Sherry Agee, Angela Bowlin, Jennifer Kohl, Brian Manus, Brittany McWilliams, Steve Skeet, Dana Spichal, Meagan Vestal

Also Present: Nicole Holifield (Library Director), Joshua Hartley, Max Wirestone

Absent: Emily Arnold, Teri Morgan

Call to order: Meeting called to order at 7:11pm by Skeet.

Agenda: Vestal moved to approve the agenda with the following changes: add Executive Order at the end to discuss the Director's Review, move CIPA Report to New Business, and remove the Director's Report out of Consent Agenda. Bowlin seconded. Pass unanimously.

Public Comments: None.

Consent Agenda: Spichal moved to approve the Consent Agenda with the Director's Report removed. Vestal seconded. Approved unanimously.

Director's Report: Vestal asked about the SchoolYard Townhomes using the library property for their Connex boxes. Holifield explained that Brajkovic from the city had reached out and stated SchoolYard townhomes would be using a portion of the library's land for their Connex boxes but that there had been an agreement written up between the city and SchoolYard Townhomes in case there was any damage to the property as a result. Holifield stated she had informed Manus of this because he is one of the members on the Grounds committee. Skeet requested the agreement between the city and SchoolYard Townhomes be sent to the officers of the boards for record keeping. Spichal moved to approve the Director's Report. Bowlin seconded. Passed unanimously.

Committee Reports

Personnel Committee: No report.

Grounds Committee: No report.

Foundation: No report.

Friends of the Library: Skeet updated the board regarding the Tonganopoly game. He stated the finishing items are going to be submitted to the company tomorrow. They will then send an invoice to be presented to the Friends of the Library for approval and payment.

Discussion and New Business

CIPA (Kansas Children’s Internet Protection Act) Review: Holfield invited the board to the policies addressing CIPA within the Policy Manual. After discussion, the board felt our current policy met the requirements. The manual was updated to reflect the review of the policy with the date for reference. Holfield will submit the paperwork to the state indicating it was reviewed and met the requirements provided.

Executive Session – Vestal moved to enter Executive Session for no more than 20 minutes to discuss personnel matters of non-elected personnel (the Director’s Review). Bowlin seconded. Passed unanimously. Executive Session was entered at 7:48. Executive Session was exited at 8:13 due to over allotted time. No action was taken.

Vestal moved to re-enter Executive Session for no more than 15 minutes to discuss personnel matters of non-elected personnel (the Director’s Review). Manus seconded. Passed unanimously. Executive Session was entered at 8:14. Executive Session was exited at 9:02 due to over allotted time. No action was taken.

Adjournment: Vestal moved to adjourn. Bowlin seconded. Passed unanimously. Meeting was adjourned at 9:03pm.

Steve Skeet, President Date

Nicole Holiefield, Director Date

Dana Spichal, Treasurer Date

Brittany McWilliams, Secretary Date