

**Lebanon-Laclede County Library District
Minutes of Board of Trustees Meeting**

December 16, 2025

The Lebanon-Laclede County Library District Board of Trustees met Tuesday, December 16, 2025, at the Lebanon-Laclede County Library. President Mark Campbell called the meeting to order at 5:02pm.

Trustees present: Mark Campbell, Mike Simpson, Susan Sellers, Glenn Lawrence, Lisa Anthony and Christine Hutson

Trustees absent: Michael Kinion, Bob Scoby and Kerry Lewis

With six of nine Trustees present, a quorum was established.

Also present: Tina Chaney, Library Director; Erica Semsch, Assistant Library Director; Mark Spangler, Bruce Owen, Emily Huckaby, and Jack Silberberg

Agenda

Mike Simpson made a motion to approve the agenda as presented to the Board with the amendment of moving Closed Session to the end. Glenn Lawrence seconded. Motion passed 6-0.

Minutes from Nov 18, 2025

Susan Sellers made a motion to approve the minutes from November 18 as presented to the Board. Lisa Anthony seconded. Motion passed 6-0.

Financials Report

Mike Simpson asked if the Athletes and Entertainers money had been duplicated, as the total amount was more than usual and it was almost the same as the last amount received. Tina said the library should have only received two contributions of A&E money and that she would look into it. Mike also made note of a deposit from the county (personal property)—making it seem like the library is \$110,000 over budget but it's just the timing of people paying taxes. Mark Campbell asked Tina for a report on the A&E money by the end of the week.

Mark Campbell made a motion to approve the November 2025 financials report. Christine Hutson seconded. The motion passed 6-0.

President's Report

President Mark Campbell asked Tina to provide bank statements in the monthly packet at Board meetings moving forward.

Bob Scoby joined the Board meeting at 5:08pm

Friends Update: Bob Scoby spoke in Kerry Lewis' absence. He said the Friends donated \$9,500 to the library for programming in 2026 as well as \$3,000 towards large print fiction.

Foundation Update: Mark Campbell said he attended the Foundation meeting. Lisa Anthony reminded everyone the Festival of Trees Fundraiser is this Thursday. Mark encouraged board members to stop by in support and to vote for trees by 7pm.

Mark expressed an interest in examining insurance benefits for employees. Mike Simpson explained that insurance is offered to full time employees—that it's a 60/40 split and the Board could look into whether that is appropriate. The Board left the topic open for further discussion.

Mark said he is hoping to pursue addition training with Cole Karr with the Missouri Special Districts Association and the American Association of Special Districts. He said he hopes this training will help with understanding special districts, legislation and the sunshine law. Mark said going forward, it will be important to be proactive concerning the budget and revenue options. He tentatively set January 19 as a training date, depending on Cole's availability.

Mike Simpson expressed his condolences to the family of former Library Board Trustee Gib Adkins, who served for eight years and was Board President for part of that time.

Director's Report

Tina Chaney emailed her report to the Board in advance.

Tina said she provided one snow removal bid in the packet. She said Jeremiah doesn't sell computers, but he could get her in contact with someone who does—she said she could use one more bid for staff computers. Tina reminded everyone of the Festival of Trees Fundraiser on Thursday. She said the light pole outside was knocked down by the wind and still needs to be thrown away. The Board recommended she call the insurance company to see if it's covered. Tina said libraries are interested in shifting to sales tax and provided the monthly numbers for the library.

New Business

Approval of Parking Lot Contribution: Emily Huckaby, Foundation Board President said of the \$175,000 charged to the library for the parking lot replacement in 2024, \$86,420 is due by December 31. She explained the Board agreed to match the Foundation's contribution up to \$25,000—they have \$20,000 for this year. Mark Campbell made a motion to contribute \$20,000 to the parking lot replacement project. Glenn Lawrence seconded. Motion passed 7-0. Mark said if more money is raised before the end of the year that the Board would match that as well. It was discussed that the Library Board would write a check to Willard Asphalt.

Emily also asked that a group of various Trustees, Friends, Foundation and staff meet to discuss an online donation option for the library—making it easier for the public to donate. A task force was formed, including Christine Hutson, Lisa Anthony, Emily Huckaby, Tina Chaney and members of the Friends to be determined.

Old Business

Room Policies: No updates.

Bids on Computers: Tina provided one bid.

Concrete Pillars: Glenn Lawrence provided a computer-generated picture of what the concrete boxes would look like in front of the library building—with four feet of spacing in between to prevent vehicles from getting through. He said the Master Gardeners provided him with information on plants that would be best suited in those spaces. Glenn reached out to Vanessa Williams about metal signs to go on the front of the planters—she said it would be \$100 per planter. The concrete barrier discussion was tabled.

Vote on Operating Policies: It was noted that the meeting room portion of the policy is not yet completed. Mark Campbell mentioned the importance of staff keeping personal beliefs private when patrons check out items and inquired about adding that to the Operating Policies. Discussion was held stating the Library Bill of Rights, which is included in the Operating Policies, should suffice for direction to staff and should be provided to new employees during the onboarding process and enforced thereafter. It was discussed that the library is not abiding by its Investment Policy—Mike Simpson recommended waiting for Kerry Lewis to be present before moving forward with that discussion. Glenn recommended cleaning up policies and revisiting them frequently. Bob Scoby made a motion to approve the revised Operating Policies as presented to the Board. Susan Sellers seconded. Motion passed 7-0. Glenn said he would present the official policy at the next Board meeting.

Bylaws: No Updates.

Glenn asked whether a decision had been made concerning the library's social media guidelines. Erica Semsch said general research and discussions held at library conferences had recommended not having a policy, as it could be a liability. Discussion was held. Insecure deposits were discussed—the deposits need to be collateralized. Tina was instructed to seek advice from someone in Jefferson City, the State Librarian or the County Treasurer.

Bob Scoby asked what the Board thought about approaching a Friend of the Library who is retired to tackle the book lockers.

The Board took a five-minute break.

Library Tour:

The Board took a tour of the Children's Room and Parking Lot.

Closed Session

Roll Call Vote:

Bob Scoby made a motion to go into Closed Session to discuss personnel and real estate at 6:40pm. Christine Hutson seconded. The Board took a Roll Call Vote to go into Closed Session at 6:40pm

Mark Campbell, President and Member	Yes
Lisa Anthony, Member	Yes
Christine Hutson, Member	Yes
Susan Sellers, Member	Yes
Mike Simpson, Treasurer and Member	Yes
Glenn Lawrence, Vice President and Member	Yes
Bob Scoby, Member	Yes

The Closed Session ended at 7:22pm.

At 7:22pm Bob Scoby made a motion to exit Closed Session. Christine Hutson seconded . All approved 7-0.

Public Comments

Jack Silberberg asked for an update on loiterers in the library's parking lot. Erica Semsch said staff are noticing it is still happening but not as frequently. Jack asked if there was a timeline for the bylaws to be investigated and updated and was told not at this time.

Adjournment

Susan Sellers made a motion to adjourn at 7:24pm. Christine Hutson seconded. Motion passed 7-0.