

Board Meeting Minutes

Tuesday, February 17, 2026

The Board of Trustees met in regular session on Tuesday, February 17, 2026 at 4:30 pm. Those present were Lee Ann Clark, Verna Haun, and Mari Woosley. Also present were Director Tiffany Taylor and Assistant Director Joy Martinez. Ed Kurtz and Kaye Eversoll were absent.

Ms. Clark called the meeting to order at 4:30 pm.

Ms. Haun moved to approve the agenda; Ms. Woosley seconded. All members voted in favor. **Motion carried.**

Minutes from the previous meeting were reviewed. Ms. Woosley made a motion to approve the minutes of the previous meeting. Ms. Haun seconded the motion. All members voted in favor. **Motion carried.**

The monthly bills and financial reports were examined by the Board.

Ms. Haun moved to accept the financial reports as presented. Ms. Woosley seconded the motion. All members voted in favor. **Motion carried.**

Ms. Taylor presented the Director's report.

Library usage increased 3.9% in January 2026 compared to January of the previous year. Bolivar library use increased 2.3% while Fair Play library use decreased 18%. Humansville library use has trended downward over the past several months, but increased 20% in January 2026 compared to January 2025.

Ms. Taylor provided an update on new and upcoming programs. The Seed Library program has commenced again at the Fair Play location. "Sit and Stretch Chair Yoga" for seniors is offered weekly at the Bolivar and Fair Play locations. March 2026 programs will include Read Across America, a passive program held at the Bolivar location on March 2, 2026 to honor popular children's authors and books; "Planting Party" will be held at the Bolivar location on March 21, 2026 where participants will learn to cultivate house plants; and "Open Art Night" will be held at the Humansville branch where participants can use various provided art supplies to construct their own unique art creations.

In facilities news, Ms. Taylor reported that the Fair Play LED lighting conversion project is complete. Additionally, the new color multifunction printer was installed on January 22, 2026 and is available for public use.

Ms. Taylor informed the Board that the Missouri State Library shared that LSTA funds were announced for FY2027. Funding for grants is secured at least through the end of June 2027. The Missouri State Library also announced that as of February 17, 2026, Governor Kehoe has recommended to cut FY2027 A&E fund disbursements by approximately 50%. The FY2026 A&E funds for Polk County Library are \$24,772.69. FY2027 projected A&E funding is \$12,685.31, a \$12,087.38 decrease.

The Library received Missouri Ethics Commission Personal Financial Disclosure letters for all Board members via the United States Postal Service. Ms. Taylor distributed letters to present members and will pass along the remaining two letters to the absent members at a later date.

Ms. Martinez presented a report on IMLS/LSTA grant projects administered by the Missouri State Library. In regard to the ongoing Technology Mini Grant 2025-2026 project, technology supplies were purchased, installed, and are currently in-use by library staff. A final report is due June 15, 2026. The Summer Reading Program grant project has been fully funded as requested at \$7,676. The application was submitted on December 1, 2025 and the award was announced shortly before the February 1, 2026 project start date. The Library was awarded \$4,000 for theme-relevant materials: \$3,000.00 for juvenile materials and \$1,000 for adult materials. For additional project related personnel hours, the Library was awarded \$600. For educational presenters the Library was granted \$2,075. Ms. Martinez also reported she is currently working on an application for a Spotlight on Literacy grant project. If funded, this project will provide juvenile STEAM kits to be used in a literacy focused program series for children. STEAM kits added through this project will later be available for circulation to library patrons.

Ms. Taylor shared information on an impending capital improvement project at the Humansville location. The improvement project will replace flooring in the library portion of the facility, provide new paint on walls and doors throughout the library and meeting room, and convert a closet that was once a bathroom back to a bathroom. Ms. Taylor shared that she researched statutory requirements to determine if the project would necessitate a formal bid process or the solicitation of at least three quotes. Research findings indicate that solicitation of quotes should be sufficient for the project scale. Ms. Taylor expressed her intent to seek quotes for flooring, painting, and plumbing services. A discussion of flooring materials commenced. It was determined that carpet tile should be used for the library main room and break area with ceramic tile used in the bathrooms and hallway. LVT could be a cost saving option in the bathrooms and hallway, but ceramic tile was selected in consideration of longevity and hygiene. Ms. Taylor concluded the Director's report portion of the meeting by informing the Board that she will seek quotes for capital improvements to the Humansville Library location.

No new business was discussed.

In old business, Ms. Haun inquired about plans to address the pronouncements made by KPM in the FY2024 audit findings packet. The pronouncements in question pertain to GASB no. 102 and GASB no. 103. Ms. Taylor informed the Board she would review the FY2024 audit findings packet in order to determine what action should be taken in regard to the pronouncements.

Ms. Haun moved to adjourn the meeting at 5:45 pm. Ms. Woosley seconded the motion. All members voted in favor. **Motion carried.**

The next regular meeting will be Monday, March 23, 2026 at 4:30 pm.