

**Library District #1 Doniphan County**

**Board of Trustees**

**Monthly Meeting**

Wednesday, December 3, 2025

7:00 pm

Troy, Kansas

- **Call Meeting to Order**

**Vice President Dan Glynn called the meeting to order at 7:00 pm.**

**Trustees present:** Ruth Reiter, Morris Watkins, Amy Foley, Kerry Braithwait,  
Melanie Davis, Dan Glynn

**Library Staff member present:** Director Becky Etherton

**Community members present (2).**

- **Approve Agenda**

Agenda approved.

- **Approve board minutes**

Minutes for November were approved as presented.

- **Patron's Petitions Correspondence**

There was no correspondence to review.

- **Library Director's Report**

Director Etherton presented the December schedule of events for the library branches. This includes "Give Where You Live", the Gingerbread house contest and Snowflake Festival and Donuts with Santa. The library staff Christmas party will be held on 12.14.25. Christmas on the Square was well attended by 335 persons. All branches will be closed December 24-25<sup>th</sup>, December 31<sup>st</sup> and January 1<sup>st</sup>.

- **Disbursements**

After some discussion by the trustees of several line items for clarification, Davis made a motion to accept disbursements as presented. Foley seconded the motion. Motion passed 6-0.

- **Budget Review**

Budget discussed with no concerns.

- **Building Maintenance Report**

Report made of a water leak by the front door of the Elwood Branch. A repair is being made to the brick work around the doorway.

- **New Business**

**Director Search.** The job description for the Director's position was reviewed and discussed by the committee. Davis made a motion to accept the description as stated and Watkins seconded the motion. The motion passed 6-0. The search committee will follow up to post the position and will begin to screen candidates.

- **Old Business**

There was no old business.

Davis made a motion to go into **Executive session** to discuss personnel issues at 7:31 pm for 10 minutes. Foley seconded the motion. Came out of executive session at 7:41 pm.

Davis made a motion to go back into **Executive session** to discuss personnel issues at 7:42 pm for 60 minutes. Foley seconded the motion. Came out of executive session at 8:42 pm.

\_\_\_\_\_ made a motion to deny appeal from staff member and uphold Executive director's decision. \_\_\_\_\_ seconded the motion. Motion carried 6-0.

**Meeting was adjourned by Vice President Dan Glynn at 8:47 pm**

Next meeting will be held Wednesday, January 7, 2026, 7:00 pm @ the Troy Kansas Branch.

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Minutes approved: Greg Bevis, Board President

Ruth A. Reiter, Recording Board Member