

Eldorado Memorial Public Library District

Minutes of the Board of Trustees Meeting: February 12, 2026

Present: Trustees – Jeff Campbell, Kacy Lapington, Audra Poore, Hailey Parker, Seth Gipson, Kara Lloyd and library director Keith Robinson. Taylor Barr came into the meeting at 6 p.m.

Absent: None

Call to Order: President Jeff Campbell called the meeting to order at 5:36 p.m.

Public Citizenry: None

Approval of Minutes – The minutes of the previous meeting were read and approved as presented. Hailey Parker motioned to approve the minutes, and Audra Poore seconded it.

Treasurer’s Report – The treasurer’s report was presented. The hefty first installment of the Saline County taxes has arrived. A second installment will come along in the spring and a lesser third installment to follow in the summer. Hoopla was up again this month. It was discussed that the high usage could possibly be due to the January snowstorm. The Daily Register newspaper charge was this month. Watson and Murphy Law Office was paid for their work on the tax levy.

Payment of Bills – Kacy Lapington made a motion to pay the bills and approve the treasurer’s report. Seth Gipson seconded it. All said, “Aye” with a roll call vote.

Librarian’s Report – In January, the library was closed for holidays and winter weather. Community groups are gearing up for the new year and have been using the library’s meeting room. The painting is done. Overall, Keith and staff are happy with the painting refresh, but there are some touch ups and clean up to be done with the painting job. Keith confirmed with the Saline County Assessor that the library doesn’t have to file a property tax exemption request because it’s already on file.

During the month of January, 893 books and other physical items and 602 electronic resources were checked out. In addition, 437 items were loaned out to other libraries, and our library received 410 items from other libraries. There were 8 new library cards registered. The total receipt for January was \$231,139.68

Unfinished business -- None

New Business

1. Review and Approve Financial Policies – Keith had shared the Financial Policies before the meeting, but the board read over a few points together. While reviewing Routine Banking Procedures, it was discussed that the board’s Vice-President (Kacy Lapington) and the board’s Secretary (Kara Lloyd) should be added as authorized check signers to meet the rules set in the approved Financial Policies. Audra Poore motioned to add the

Vice President and the Secretary to the checking account, and Taylor Barr seconded the motion. All said, “Aye” with a roll call vote. Patsy Simpson should be removed as an authorized check signer. The board continued to review the Financial Policies together. Hailey Parker motioned to adopt the Financial Policies, Kacy Lapington seconded the motion. All said, “Aye” with a roll call vote.

2. Review and Approve Partnership Policies – Keith had shared the Partnership Policies before the meeting, but the board read over a few points together. Friends of the Library was discussed and how that group can work with the library moving forward. Friends of the Library is one that can raise money for the library through fundraisers. The board discussed the policy on volunteers. Kacy Lapington explained volunteer work that the National Honor Society students do and how the library could be another source of volunteer hours for the students. Seth Gipson motioned to adopt the Partner Policies, and Kacy Lapington seconded it. All said, “Aye” with a roll call vote.
3. Review and Approve Succession Plan -- Keith had shared the Succession Plan before the meeting, but the board looked over a few points together. The state wants for the library to have a succession plan so it’s beneficial that we have one listed. It’s important to have a succession plan in case the person who has the job now doesn’t have it in the future. Keith and Corina have worked on an onboarding plan for employees. There was discussion about the Temporary Leaves of Absences section and how it was written in the policy. Keith revised the sentences that were concerning to some board members. Kara Lloyd motioned to approve and adopt the Succession Plan, and Audra Poore seconded the motion. All said, “Aye” with a roll call vote.
4. Reminder of Statement of Economic Interest – The statement of economic interest sheets were distributed to the members of the board. These sheets are familiar. Board members know the required statement of economic interest sheets need to be filled out correctly and be ready by the April board meeting.
5. Approve Reaching Forward South Conference attendance for EML Staff Members – The board approved \$102 a person for the conference for three library employees. Taylor Barr motioned to approve the cost of the conference, and Seth Gipson seconded it. All said, “Aye” with a roll call vote.
6. Other New Business -- None

Adjournment: Hailey Parker made a motion to adjourn, and Kara Lloyd seconded it. Jeff Campbell adjourned the meeting at 6:57 p.m. The next meeting will be Thursday, March 12, 2026 at 5:30 p.m.

Submitted by Kara Lloyd, Board Secretary