

**MISSOURI RIVER REGIONAL LIBRARY
BOARD MEETING
Annex Conference Room, 209 Adams Street
April 18, 2017
MINUTES OF THE MEETING**

The regular Board of Trustees meeting was called to order at 7:03 pm by Stu Murphy, President. Judy Speidel, Administrative Assistant, was present to take the minutes.

1. ROLL CALL OF MEMBERS

Members present: Stu Murphy, President; Vicki Ford, Vice-President; Katrinka Goldberg, Treasurer; Adam Veile, Secretary; Marge Kudrna, Member; Kathy Penfold, Member; Debbie Rowles, Member; Valerie Weber, Member; Kay Kasiske, Member; Ithaca Bryant, Member; Kaye Bertels, Members; and Jeff Briggs, Member. Also present were: Claudia Schoonover, Library Director; Betty Hagenhoff, Assistant Director; Brittany Hilderbrand, News Tribune Reporter, and Past Board Member Jane Dolan with husband Frank Dolan.

2. BOARD MEMBER RECOGNITION

Jane Dolan was recognized for her years of service to the MRRL Board with a plaque. Jane has been a member for eleven years beginning June 2006. Claudia reported Jane is moving from Westphalia to Washington, Missouri. As a young child, Jane had a family life that resulted in her finding refuge at the library.

3. PUBLIC COMMENT

There was no public comment.

4. APPROVAL OF MINUTES

Kay Kasiske made a motion to approve the minutes of the February 21, 2017 meeting. Ithaca Bryant seconded. The motion passed.

5. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

Katrinka Goldberg reviewed the Treasurer's Report with the Board.

Kathy Penfold moved that the Treasurer's Report and the Monthly Expenditures be accepted as submitted and filed for audit. Adam Veile seconded. The motion passed.

6. LIBRARY DIRECTOR'S REPORT – CLAUDIA SCHOONOVER

Claudia summarized the items contained in her report. Items of interest include:

- Claudia reported March was a fun-filled eventful month with the MRRL/ABLE book sale and Storytelling Festival events. The book sale has been held every year since 1999. The storytelling festival began in the late 1990's, stopped and started back last year.

- The Storytellers visited 31 schools reaching 7,829 children. A.J. Schwartze Community Foundation contributed \$ 4,000 toward the Storytelling Festival with additional financial support from the Library Foundation and Osage County Friends. The schools contribute \$ 50 each to participate.
- Claudia reported the passenger van was in a minor accident with Natalie Newville, the new Marketing Coordinator in the van. The accident was not the fault of library staff and no injuries. However, the van has been totaled by the insurance company.
- Claudia reported she and Angie Bayne have met with JCPS staff to ask for assistance with promotion of the Reading Buddies and teen recruitment. Some of the things the Library and schools are discussing is: expand Reading Buddies to elementary locations in July, utilizing the A+ program students for tutoring at the library, and providing a lunch along with the Reading Buddies program,
- Claudia reported she has applied for a grant to lend support to a Farmer's Market to be held downtown all summer. She reported the library would help direct people to the market during the Saturday programs and have book displays on gardening, cooking, and healthy lifestyle books as well as directional posters.
- March was Disability Awareness Month and the Library partnered with the Missouri Developmental Disabilities Council to provide a book display and a book list for patrons. Adult Services Manager, Qhyrrae Michalieu, took the lead on this. On March 1st Mayor Tergin gave a proclamation on the first floor of the library. Claudia reported she received a nice thank you note from MODDC Director Rebecca Bax stating she was very happy with our collaboration and looks forward to working with us in the future.
- Claudia reported Natalie Newville began her job on March 23 as the Library's Marketing Coordinator and she is doing a fantastic job. She is working with the staff at the Osage County Library to set up a Facebook page for them and will also work and will also work on getting a Facebook page for the bookmobile.
- Claudia reported she had several speaking engagements this past month and listed them in her written report. She also reported the library will participate in the Solar Eclipse activities. The City is expecting anywhere from 20,000 to 30,000 people to come here for the event.

- Claudia advised the Board that she has been summons for jury duty and would like to do her civic duty. The board members agreed that she should serve on the jury.

8. COMMITTEE REPORTS

A. Capital Facilities Committee

Marge Kudrna reported the committee did meet on April 12. She reported a new passenger van was needed after the old van was involved in an accident. The van could be purchased from a state contract for \$22,210 and the Committee voted to recommend to the Board to purchase a new van with money from the reserve account. She reported the budget had allowed replacement of one set of front doors for \$15,000 but both sets of doors needed to be replaced. The Committee voted to recommend to the Board the replacement of the second set of front doors with money from the reserve account.

Marge Kudrna made a motion to approve the taking of money from the reserve account to purchase a new passenger van and to purchase the second set of front doors. Vicki Ford seconded. The motion passed.

B. Executive Committee

No Report.

C. Finance Committee

Katrinka presented an Audit Letter from Evers and Company and reported they will be conducting an audit at the library beginning on April 24. Betty Hagenhoff advised the auditors will be at the library for a couple of days and will present the audit to the Board at the June meeting.

D. Foundation

Debbie Rowles reported the Foundation did meet on April 13 and the board voted to approve a new director, Rita Esterley. Debbie reported Kristi Rhoads, potential board director, attended the meeting as a guest and Claudia had introduced Natalie Newville as the new Marketing Coordinator for the Library.

The Foundation has a balance of \$ 33,425.73 and the mini-golf event made \$ 5,311.37. Debbie gave a mini-golf event report which included: additional money coming in from a couple of hole sponsors, discussion was held on sending letters to those who supported the mini-golf event, and Foundation's goal was to have 36 hole sponsors and had actually received 30 or 31 sponsors.

Adam Veile has offered to produce a sponsorship guideline brochure for the Foundation pro bono. The guideline will feature a folding brochure, information on how to be a sponsor and several different levels for donations or event sponsorship. The design with changes was sent to Adam on April 7.

Foundation has set July 13 at 5:30 at the Central Bank Meeting Room for a strategic planning meeting and Kit Freudenberg will be the facilitator.

Claudia had presented a list of potential projects or programs that the Foundation could assist with financially. She also advised the Foundation that the Library was in need of a new passenger van and Ken Adamson will contact Capital Chrysler about possibly sponsoring a van by having their LOGO on the van. The Foundation also agreed to purchase furniture for the Main Library and the Osage County Library for an amount up to \$ 6,000. The Foundation approved \$ 300.00 to fund the rental fee for the First Baptist Church sanctuary to be used for a children's author event since the library needed approximately 900 seats for this event.

Debbie reported the Foundation Readers Theatre event will be held on September 29 and September 30. She also reported the Foundation's mini-golf event for 2018 will be held on February 24 with March 3 as backup date in case of bad weather on February 24.

Claudia advised Reg Turnbull, Foundation President, will come to the June meeting to give the MRRL Board an update on the Foundation.

A thank you was extended to Jim and Kathy Penfold for sponsoring the Curtis & Loretta Music at the Library event for April 17.

E. Marketing/Communications Committee

Jeff Briggs reported the new committee has not met yet but they have added Natalie Newville, Library Marketing Coordinator, to the committee.

F. Planning Committee

Stu Murphy reported the Planning Committee met at 6:00 pm and reviewed Kit Freudenberg recommendations for the strategic plan. Stu advised the committees should utilize Kit so all are working under the same framework. Stu proposed a meeting to be held to discuss ways to move this plan forward and those who should attend are: Stu Murphy, Claudia Schoonover, Natalie Newville, All Committee Chairs, and Betty Hagenhoff if available. Stu recommended the meeting to be held May 8, May 9, May 10, or May 11 and he will check with Kit on her availability for one of those dates.

9. UNFINISHED BUSINESS

10. NEW BUSINESS

A. Budget Adjustments – Attachment E

Betty presented the budget adjustments to the MRRL Board members for review and discussion.

Vicki Ford made a motion to accept the Budget Adjustments as presented. Marge Kudrna seconded. The motion passed.

B. Public Hearing Regarding Proposed St. Mary's Hospital Tax Increment Financing Plan -Attachment E

Betty reported the date for the vote on the TIF has been scheduled for May 18. Kathy asked that Betty obtain information regarding the impact this will have and Claudia reported there is a link on the ALA website regarding TIFs. Betty advised the Board will need to let her know how to vote at the next MRRL Board meeting on May 16.

11. ANNOUNCEMENTS

Claudia gave an update on the problems with Sierra database and the staff did a great job using Microsoft and scanners to avoid losing any information. Although she hoped this will not occur again, she indicated she will do some things a little differently and will notify the Board in the future when problems like this occur.

12. ADJOURNMENT

The meeting was adjourned by Stu Murphy at 8:15 pm. Minutes of the meeting were submitted by Judy Speidel.

APPROVED May 16, 2017