

**MISSOURI RIVER REGIONAL LIBRARY
BOARD MEETING
Annex Conference Room, 209 Adams Street
February 21, 2017
MINUTES OF THE MEETING**

The regular Board of Trustees meeting was called to order at 7:00 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; Jane Dolan, Member; Debbie Rowles, Member; Kay Kasiske, Member; Adam Veile, Member; and Jeff Briggs, Member. Also present were: Claudia Schoonover, Library Director; Betty Hagenhoff, Assistant Director; Elizabeth Beach, Human Resource Director; Kit Freudenberg, Volunteer Fundraising Consultant; and Kaye Bertels, Guest.

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF MINUTES

Jane Dolan made a motion to approve the minutes of the January 17, 2017 meeting. Kay Kasiske seconded. The motion passed.

4. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

Betty Hagenhoff reviewed the Treasurer's Report with the Board.

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

5. LIBRARY DIRECTOR'S REPORT – CLAUDIA SCHOONOVER

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

- Claudia reported Noelle was to be in the spotlight this evening but was unable to do so. On her behalf, Claudia reported Osage County Board voted to have the library remain in its current location until such time as land can be purchased and a new building erected. Claudia reported some renovations will be made to the current location to maximize the space. She also reported the Osage County Library is open at 9:00 am on Tuesdays through Saturdays.
- Claudia reported she had been working with Kit, Betty and Judy to accurately document everything that was discussed at the retreat held on January 7 and the final copy was distributed to members at the Planning Committee Meeting and at this MRRL meeting.

- The MRRL Friends annual membership meeting was held in January and Betty Hagenhoff was the guest speaker. Betty spoke on how the Library was funded, shared the annual budget, and discussed the upcoming MRRL/ABLE book sale.
- Advertising for marketing coordinator position began on January 8 with a closing date of February 8. Resumes are being reviewed and interviews will be scheduled.
- Taryn Prewitt is retiring after 30 years of service. Therefore, the Library will be looking for a graphic artist who can also assist with marketing.
- Discussion was held regarding Governor Greitens cut to the libraries budget. Claudia reported Jay Ashcroft has been a great advocate for the libraries indicating that funds allocated for the library run through the Secretary of State's Office.
- Claudia reported having to close the library for two days due to the ice storm and there were no complaints from patrons.
- Claudia reported she has requested her staff to review the surveys and community conversations to see if there are things requested that can be done now or letting the public know those services already are available at the library.
- The landlord is having a new roof put on the Annex Building and she has indicated that a new contract will have a rental increase of \$300.00 per month. However, Claudia reported she will not sign a contract until all work is done on the two offices affected by the leaky roof.

7. COMMITTEE REPORTS

A. Capital Facilities Committee

No Report

B. Executive Committee

Stu reported the Executive Committee did meet in January with Claudia to present her with her evaluation. He advised that the Executive Committee renewed Claudia's contract for another year. Stu advised he attended the service award ceremony on January 25 in which Claudia was recognized for having 10 years of service and spoke to the MRRL staff regarding the Board favorable comments made at the January meeting.

C. Finance Committee

No Report.

D. Foundation

Debbie Rowles reported the Foundation met on February 9, 2017, and the highlights of the meeting were:

- The Foundation, at the February meeting, presented certificates of recognition to Arnold Parks and Anita Randolph. Arnold served as Foundation President for the year 2015 and the year 2016. Anita served as Treasurer from 2012 to 2016.
- The Foundation would like a copy of the minutes from the MRRL Board Retreat.
- Taryn Prewitt will be resigning from the Library on February 28 and she hopefully will be joining the Foundation as a director.
- As of January 31 the Foundation's assets were \$ 27,862.26. The Friends of the Library had a balance of \$ 5,612.72.
- Rachael Preston presented the Foundation with a draft copy of the Sponsorship Guidelines for giving. After some minor changes, the draft copy will go to Adam Veile's company for the graphics.
- Foundation's mini-golf fundraiser will be held on February 25 from 5:00 pm – 9:00 pm with more hole sponsors than last year. The Foundation is estimating receipt of \$ 5,000 for this event. Kathlene Woodruff is the chairperson for this event.

E. Planning Committee

Stu reported the Planning Committee met at 6:00 pm. The minutes of the January 7 retreat were reviewed. As a result a new Marketing/Communications Committee has been formed. Discussion was held on who to appoint to each committee and a final committee list will be emailed to everyone. The Committee will have the power to identify goals, add community members, and to move the process along.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

10. ANNOUNCEMENTS

Betty reported the MRRL/ABLE book sale will be held March 8 through March 11 and she asked that flyers be taken to help advertise the event. She welcomed anyone who wishes to help out at the book sale to feel free to come by as any help would be appreciated especially on Saturday after 1:00 pm to box up any unsold books and restocking in the evenings.

11. ADJOURNMENT

The meeting was adjourned by Stu Murphy at 7:45 pm. Minutes of the meeting were submitted by Judy Speidel.

APPROVED 3/21/2017