

**MISSOURI RIVER REGIONAL LIBRARY
BOARD MEETING
Annex Conference Room, 209 Adams Street
January 16, 2018
MINUTES OF THE MEETING**

The regular Board of Trustees meeting was called to order at 6:00 pm by Jeff Briggs, President. Judy Speidel, Administrative Assistant, was present to take the minutes.

1. ROLL CALL OF MEMBERS

Members present: Jeff Briggs, President; Katrinka Goldberg, Member; Marge Kudrna, Member; Ithaca Bryant, Member; Debbie Rowles, Member; Valerie Weber, Member; Vicki Ford, Member; Ruth Canada-Painter, Member; Adam Veile, Member; Kay Kasiske, Member; and Stu Murphy, Member. Also present were: Claudia Cook, Library Director; Betty Hagenhoff, Assistant Director; Lisa Otto, Human Resource Officer; and Natalie Newville, Marketing Manager.

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF MINUTES

Stu Murphy made a motion to approve the minutes of the December 19, 2017 meeting. Valerie Weber seconded. The motion passed.

4. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

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

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

5. LIBRARY DIRECTOR'S REPORT – CLAUDIA COOK

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

- Claudia reported the MRRL Library and the Osage County Library have waived a combined total \$4,623.98 in overdue fines and removed 46 items with replacement costs of \$ 699.36. In response to Debbie Rowles request, Claudia advised she will send out a breakdown showing the amount waived at the Osage County Library.

- The Library will be migrating the Sierra system to a hosted system. This means that Innovative will actually host the servers that our Sierra system is on which frees up server space for us. The Library is definitely promoting resources from home. The Sierra bundle of services includes applying for a library card on-line and verifying address during their first in-person visit. Debbie Rowles asked if the company had a security service policy. Claudia reported, although she had not formally checked, she felt confident that as a multi-million dollar technology company they would be as secure as possible.
- The MRRL Friends held a Harry Potter Trivia Night event at the Capital Mall and the event made a profit of approximately \$600.
- Claudia attended the bi-annual Missouri Public Library Directors meeting in December in which seasoned directors provide advice and support. She also attended the quarterly MOBIUS board of directors meeting in Columbia.
- Claudia reported receiving a recommendation for a weapon's policy which she will bring to the Board at the next meeting.
- Claudia highlighted some of the patron comments for the prior two months which are attached to her report.
- The Capitol grounds will not be available for cultural concerts until after 2021. Claudia requested members to think about alternative places to hold these events.
- Jeff noted that the Bookmobile stats have increased. Claudia reported that was mainly due to changes made by staff to the bookmobile schedules in which the bookmobile is staying longer at stops. Natalie developed a Facebook page for the bookmobile and that also may be a contributing factor to the increase.

6. COMMITTEE REPORTS

A. Ad Hoc Bylaws Committee

No Report.

B. Capital Facilities Committee

No Report.

C. Executive Committee

Stu reported the evaluation of the director will be moved to February and Jeff Briggs will be the new chairman of the Executive Committee.

D. Finance/Fund Raising Committee

No Report

E. Foundation

Debbie reported the Foundation did not meet in January. Debbie gave an update on the Mini-Golf event to be held at the Library on February 24, 2018. She reported the annual campaign donations were very close to \$10,000.00.

F. Marketing/Communications Committee

Natalie Newville presented the new event calendar that Ashley Stiefermann designed and she reported the Library was very prominently featured in the HER magazine which will come out on Wednesday. New reporter at the News Tribune is Joe Gamm.

G. Planning Committee

No Report.

7. UNFINISHED BUSINESS

A. Evaluation and Contract Library Director

Board members planned to meet to discuss the library director's evaluation. Topics included staff and board survey results, contract length, and compensation. But the group realized that an agenda for this meeting, which would be closed to discuss personnel issues, had not been posted. So it was decided to postpone the meeting, and the director's evaluation, to a later date.

B. Affirming 2018 Public Information Budget Increase (email vote taken December 2017)

Natalie Newville gave an overview of the ads airing on KAT Country radio. Betty advised since an email vote in December approved Library ads to be aired on KAT Country radio beginning in January, this results in an increase to the 2018 public information budget from \$26,000 to \$39,000.

Stu made a motion to increase the 2018 Public Information Budget to \$39,000.00. Vicki Ford seconded the motion. The motion passed.

8. NEW BUSINESS

A. Committee Assignments

Jeff reported he will be contacting individuals to serve on the committees and will have a new list at the February board meeting. Debbie Rowles reminded Jeff that the bylaws state at least one Osage County Board Member was to serve on each committee.

Claudia recommended Bryan Dunlap to serve on the Capital Facilities Committee as he has a lot of creative facilities ideas for the Library and she thought he would make a good addition to the committee.

10. ANNOUNCEMENTS

Betty announced the “Pop-Up” book sale will be held on January 27, January 28, and January 29, 2018, in the Art Gallery.

11. ADJOURNMENT

The meeting was adjourned by Jeff Briggs at 6:45 pm. Minutes of the meeting were submitted by Judy Speidel.

Approved 2-20-2018