

MISSOURI RIVER REGIONAL LIBRARY

Board Meeting

213 Adams Street, JC Chamber Board Room

Jefferson City, Missouri

September 17, 2024

MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:05 p.m. by President Bob Priddy.

Prior to the roll call, Library Director Claudia Young introduced the library’s new Marketing Specialist, Tara Espinoza, to the Board.

1. ROLL CALL OF MEMBERS

Members present: President Bob Priddy, Vice President John Gulick, Treasurer Kay Kasiske, Secretary Jessica Davis and members: Jeff Briggs, Ithaca Bryant, Becky Layton, Samantha Mebruer, Rodney Mulvania, Anne Rottmann and Bob Swift

Member(s) absent: Lori Bruce and Anne Steele

Also present: Claudia Young, Library Director; Angie Bayne, Assistant Director of Public Services; Diane Clingman, Human Resources Manager; Debra Winter, Business Manager/Accountant; and Robin Coffman, Administrative Assistant

2. PUBLIC COMMENT

None

3. APPROVAL OF MINUTES

John Gulick made a motion, seconded by Bob Swift, to approve the minutes from the August 20, 2024 meeting. Motion carried.

4. TREASURER’S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

Kay Kasiske and Debra Winter presented the monthly financial report (Attachments A & B). Kay Kasiske made a motion, seconded by Jeff Briggs, to approve the Treasurer’s Report and Monthly Expenditures, as presented. Motion carried.

5. LIBRARY DIRECTOR’S REPORT

Claudia Young reported that the litigation in which the library has been involved has, now, been dismissed after four (4) years.

She also reported that the September 5th move of administrative staff back into the library has been completed and went smoothly. Based on an informal survey, patrons have viewed the reconfiguration of the library positively.

Claudia also shared with the Board the 2022 and 2023 annual reports. This past summer, the marketing intern worked on the reports with the graphic designer's assistance. With these two (2) annual reports, data was broken out by the two branches – JC/Cole County and Osage County. The new format is easier to read and understand. The use of this data can also be used in social media posts to illustrate to the communities on how the library branches are being utilized by patrons.

Claudia also noted that the shared articles from the News Tribune have been accurate in the details and provided good coverage of events impacting the main library facility.

6. COMMITTEE REPORTS

A. Capital Facilities Committee (Kay Kasiske) No Report

B. Executive Committee (Bob Priddy)

The Executive Committee met the previous week to begin development of a framework on the direction to recommend to the entire Board regarding construction of a new building at a different site or to renovate the existing building. Consideration will be based on information gathered including:

- Anticipated expenses
- Known facility concerns
- Engagement of and support from influential community leaders
- Agreement and commitment by state and city officials on the redevelopment of the old penitentiary campus
- Identification of potential funding mechanisms and criteria to support the Board's decision

C. Finance Committee (Kay Kasiske)

The Finance Committee met prior to tonight's Board meeting to review the draft 2025 budget. A copy is being provided to all Board members to review, and the 2025 budget will be on the October agenda for approval, with revisions, if necessary.

D. Foundation Liaison (Lori Bruce)

Claudia Young reported that MRRL Board Trustee, Bob Swift, spoke with Foundation Directors regarding charitable distributions from Individual Retirement Accounts. As a 501(C)(3) organization, the Foundation should annually publicize this opportunity for individuals 73 1/2 years of age and older to direct tax-free contributions to the Foundation which supports the library. Foundation Directors are also finalizing details for their October 5th trivia night fundraiser.

E. Marketing/Communications Committee (Jeff Briggs) No Report

F. Planning Committee (Ithaca Bryant) No Report

G. Bylaws Committee (Bob Priddy) No Report

7. UNFINISHED BUSINESS

A. Planning for the Future

1. Update on the Development of a Strategic Plan

Facilitator Kit Freudenberg will be meeting with the Board again this fall to finalize the new strategic plan by the end of the year.

2. Tour Library

At the adjournment of the meeting, Board members along with Library Director Claudia Young, toured the library so all had the opportunity to see the library's reconfigured floor space.

8. NEW BUSINESS

A. Marketing Press Release

A draft press release was shared with the Board that was prepared by Jeff Briggs. Several Board members provided feedback and suggestions. This comes as a result of discussions on messaging to highlight changes within the library and to provide the community with accurate information. It was indicated that the draft will be reworked and brought back in October.

9. ADJOURNMENT

There being no further business, the Board adjourned at 7:07 p.m.

Meeting minutes approved October 15, 2024.