

**Missouri River Regional Library
Board Meeting
Via Zoom**

February 16, 2021

MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 5:34 P.M. by Kay Kasiske, President. Diane Clingman, Business Office/HR Coordinator, was present to take the minutes.

1. ROLL CALL OF MEMBERS

Members present: President, Kay Kasiske; Vice President, Anita Randolph; Member, Valerie Weber; Member, Stu Murphy; Member, Sharon Lehmen; Member, Chuck Lahmeyer; Member, Jeff Briggs; Member, Stacy Fick; and Member, Peggy Mulvania.

Absent: Member, Ruth Canada; Member, Ithaca Bryant; Member, Kaye Bertels; Member, Sabra Paulsmeyer; and Member, Bonnie Baker.

Also present were: Director, Claudia Cook; Assistant Director, Betty Hagenhoff; Marketing Manager, Natalie Newville; and Business Office/HR Coordinator, Diane Clingman.

2. PUBLIC COMMENT

None

3. APPROVAL OF MINUTES

Jeff Briggs made a motion to approve the January 19, 2021 minutes. Anita Randolph seconded. The motion passed.

**4. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES
(ATTACHMENT A & B)**

Attachment A was not ready for review, the attachment will be reviewed at the next meeting. Attachment B was approved for payment.

5. LIBRARY DIRECTOR'S REPORT-CLAUDIA COOK (ATTACHMENT C)

Claudia reviewed the report with the board, see the attached. Staff evaluations were done in January for the 2020 year. Dake Wells Architects met with the Library's Administration and Management for an exchange of information. Library Managers stated they were very impressed with the insight and ideas of Dake Wells.

Claudia had asked staff to share ideas on new material or services to offer in 2021. Claudia has decided to do the following:

- Purchase Launchpads for kids and families to checkout.
- Creation of a collection of video games for checkout.

- Offer an institution Zoom account for the community to utilize for public meetings.
- Purchasing more hotspots.
- Offer more assistance to local small businesses via library databases and training.
- Tax preparation for Seniors and low income individuals to be prepared for 2022.

COMMITTEE REPORTS

- A. Capital Facilities Committee (Anita Randolph) Report to be given under New Business.
- B. Executive Committee (Kay Kasiske)
Kay reported the Executive Committee met in January for Claudia's annual evaluation. The committee has requested Claudia to write a 1 year Operational Plan. Valerie Weber proposed to extend the Director's contract to Claudia Cook. Stu seconded the motion. The motion passed.
- C. Finance/Fund Raising Committee (Valerie Weber) No report
- D. Foundation Liaison (Kaye Bertels)
Natalie Newville reports the foundation has made the decision to postpone the Annual Mini Golf fundraiser to April. It was also suggested to have two events one in Osage and one at the main facility. Mini Golf will be held on Sunday afternoons at each location.
- E. Marketing/Communications Committee (Jeff Briggs)
Natalie reported that she is working with OrangeBoy for an app for Book Box. Marketing is working on identifying and converting non-user to users, while identifying gaps is being done through postcard mailings and Google Ads. Partnerships with Lincoln University and State Tech are proving beneficial. Book Lockers and Savannah have provided a way to reconnect with lapsed users.
- F. Planning Committee (Stu Murphy) No report

7. UNFINISHED BUSINESS

- A. Project Imperative Dake Wells Architect update. (See Attached)
Betty and Claudia attended a Zoom meeting with Dake Wells to discuss programming special needs and exact shelving footage required. Anita Randolph requests the board to begin researching funding for the Dake Wells remodel.

8. NEW BUSINESS

- A. Strategic Plan discussion
The MRRL Board Committees should review how to assist the Board with the planning and execution of re-committing to the current facility through the Dake Wells project. It was suggested to think of what actionable items we can do at this time. Claudia and Betty will contact some financial companies for assistance with levys, bonds, and Certificate of Participation (COPS). They will share and

review this information with the Financial and fundraising committee. The Marketing committee will begin to explore ways to approach an informational campaign. Dake Wells is accustomed to giving presentations for communities on their work and Claudia wants to utilize them to do so.

9. ADJOURNED AT 6:50 P.M.

APPROVED 03.16.21