

# **MISSOURI RIVER REGIONAL LIBRARY**

Board Meeting

213 Adams Street, Grimshaw Room

August 16, 2022

## **MINUTES OF THE MEETING**

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

### **1. ROLL CALL OF MEMBERS**

Members present: President Stacy Fick, Vice President Kaye Bertels, Treasurer John Gulick, Secretary Anne Rottmann, and members: Jeff Briggs, Kay Kasiske, Lisa Klebba, Sharon Lehmen, Steve Nelson, Bob Priddy and Anita Randolph

Members absent: Ithaca Bryant and Peggy Mulvania

Also present: Claudia Young, Library Director; Natalie Newville, Assistant Director of Marketing and Development; Angie Bayne, Assistant Director of Public Services; Diane Clingman, Business Office & Human Resources; Debra Winter, Business Manager/Accountant; and other library staff. Robin Coffman, Administrative Assistant, was present and took the minutes of the meeting.

### **2. PUBLIC COMMENT**

None

### **3. APPROVAL OF MINUTES**

John Gulick made a motion, seconded by Bob Priddy, to approve the minutes from the July 19, 2022 meeting. Motion passed.

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

Debra Winter reviewed the Treasurer's Report with the Board. John Gulick made a motion, seconded by Kay Kasiske, to approve the Treasurer's Report and Monthly Expenditures. Motion passed.

### **5. LIBRARY DIRECTOR'S REPORT-CLAUDIA YOUNG (ATTACHMENT C)**

Claudia Young, Library Director, introduced Debra Winter as the library's new business manager/accountant. Debra replaces Betty Hagenhoff who retired earlier this year. Claudia also announced that a draft budget will be presented to the Board at its September meeting, and that the library had been notified that it is receiving an increased amount in State Aid funding, as well as additional funds from proceeds from the state's Athlete and Entertainer Tax.

Claudia referred Board members to her written report, but also reiterated that she and Natalie continue to participate in various community outreach events and speaking engagements with local organizations.

## **6. COMMITTEE REPORTS**

- A. Capital Facilities Committee (Anita Randolph) No Report
- B. Executive Committee (Stacy Fick) No Report
- C. Finance/Fund Raising Committee (John Gulick) No Report
- D. Foundation Liaison (Kaye Bertels) No Report
- E. Marketing/Communications Committee (Jeff Briggs) No Report
- F. Planning Committee (Ithaca Bryant) No Report
- G. Bylaws Committee (Stacy Fick) No Report

## **7. UNFINISHED BUSINESS**

### **A. Capital Campaign Update**

Clark Swanson, OrangeBoy, Inc., presented to the Board regarding his work-to-date including study outcomes, critical milestones, findings, etc. He explained the various methods associated with researching data related to particular community groups including their needs, perceptions, and the value residents place on the services offered by the library. Clark also discussed with the Board the need to create organizational strategies to meet critical customer needs, to build measurable organizational value and to develop outreach strategies.

Bob Priddy made a motion, seconded by Jeff Briggs, to implement the strategic pathway outlined in the campaign strategy matrix, as presented. Motion passed.

### **B. Expansion Planning**

Clark Swanson, OrangeBoy, Inc., reported that during focus group interviews, to be scheduled in September 2022, one of the topics to be discussed will be the physical facility and its needs.

## **8. NEW BUSINESS**

None

## **9. ADJOURNMENT**

Meeting adjourned at 7:59 p.m.

**Meeting minutes approved September 20, 2022.**