

MISSOURI RIVER REGIONAL LIBRARY

Board Meeting

213 Adams Street, Grimshaw Room

October 18, 2022

MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:00 p.m. by President Stacy Fick.

1. ROLL CALL OF MEMBERS

Members present: President Stacy Fick, Vice President Kaye Bertels, Secretary Anne Rottmann, Treasurer John Gulick, and members: Jeff Briggs, Ithaca Bryant, Kay Kasiske, Peggy Mulvania, Steve Nelson, Bob Priddy and Anita Randolph

Members absent: Lisa Klebba and Sharon Lehmen

Also present: Claudia Young, Library Director; Natalie Newville, Assistant Director of Marketing and Development; Angie Bayne, Assistant Director of Public Services; Debra Winter, Business Manager/Accountant; and Robin Coffman, Administrative Assistant

2. PUBLIC COMMENT

None

3. APPROVAL OF MINUTES

Bob Priddy made a motion, seconded by Kay Kasiske, to approve the minutes from the September 20, 2022, meeting. Motion passed.

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

John Gulick and Debra Winter reviewed the monthly financial report (Attachments A & B) with the Board. John Gulick made a motion, seconded by Jeff Briggs, to approve the Treasurer's Report and Monthly Expenditures. Motion passed.

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

Claudia Young reported that with the wrap-up of the Missouri Library Association Conference, her term as president of that organization is winding down. She reported that Blair Oaks School District is partnering with MRRL to provide a Bookmobile stop on the second Thursday of each month at the middle school from 4:00-6:00 p.m.; other Wardsville programming will start again in November at Mid-America Bank on the first Friday of every month. Claudia indicated that she is checking with the Blair Oaks School District about placing a book locker on their campus.

Claudia reported that she has, now, received the official ARPA funding packet from the Cole County Commission for expansion of library services to Cole County; this funding will be used toward purchasing more lockers and book drops throughout the county. She also reminded Board members that she was accepted into the Jefferson City Citizens' Police Academy. She emphasized the importance of having good relationships with law enforcement. She is considering having members of her leadership team attend other sessions of the Citizens' Police Academy.

Claudia noted that the Secretary of State's Office, earlier in the day, had posted a proposed rule and news release concerning library certification requirements for the protection of children from non-age appropriate materials. The proposed rule outlines areas of compliance, and also stipulates that libraries that do not comply, risk losing their state funding. The 30-day comment period on the proposed rule begins on November 15, 2022.

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)

Kaye Bertels reported that Sharon Lehmen has resigned her position as a MRRL Board Member, as well as a Foundation Director. Her replacement on the Foundation is Osage County resident Anne Steele. Kaye reported that the Foundation received roughly \$1,000 from its partner, The Zone, which hosted a corn hole tournament fundraiser and that the Foundation's trivia night fundraiser is coming up on October 22 at the library. Kaye also indicated that Foundation Directors met October 13 and prepped the annual appeal letter; it is ready for dissemination during the second week of November. The goal is to raise \$25,000 this year.

- E. **Marketing/Communications Committee** (Jeff Briggs)
Jeff Briggs reported that the Marketing/Communications Committee met on September 27, 2022. The committee wants to express that it fully supports the MRRL Board in its implementation of the strategic pathway outlined in the campaign strategy matrix, as presented at the MRRL August Board meeting. It was announced that the next Marketing/Communications Committee meeting is scheduled for November 15 at 5:00 p.m., immediately prior to MRRL's regular business meeting.
- F. **Planning Committee** (Ithaca Bryant) No Report
- G. **Bylaws Committee** (Stacy Fick) No Report

7. UNFINISHED BUSINESS

A. Capital Campaign Update

Claudia Young reminded the Board that she and Natalie Newville have a lunch meeting scheduled on October 24, 2022, with officials from The Central Bank. This will start the dialogue to: 1) message and communicate MRRL's vision; 2) ascertain what local businesses and organizations view as the needs within the community; and 3) garner support to move forward collaboratively to benefit the community now as well as in the future.

Claudia also reported that she and Natalie have met with State Representative Griffith and are scheduling times to meet and tour with other local legislators to inform them of the library's physical space and programming needs.

The Capital Campaign Committee has a meeting scheduled for October 28 and Claudia also has an upcoming meeting with the committee chairs.

B. Expansion Planning

Claudia reported that she signed a contract with Dake Wells Architecture for them to produce a schematic design related to facility upgrades and expansion.

The Board viewed three (3) videos highlighting resources and materials that the library currently provides in its present limited, physical space; how the library has supported patrons, some with disabilities, through programming and staffing; and the potential for the library in addressing ever changing needs and challenges to remain relevant for the community.

C. 2023 Budget

The 2023 budget was presented to the Board. It was discussed that the 2023 budget is similar to that of 2022; however, some noted increases are due to:

- Contracting for architectural schematic design work;
- Adding the position of mailroom clerk;
- Rising health insurance costs;
- Increasing the marketing budget to assist in raising the library's visibility within the community; and
- Purchasing a Sprinter Van to replace the Bookmobile.

Jeff Briggs made a motion, seconded by John Gulick, to approve the 2023 budget, as presented. Motion passed.

8. NEW BUSINESS

A. Nominating Committee for 2023 Officers

President Fick appointed Board members Kay Kasiske, Anne Rottmann, and Kaye Bertels to the Nominating Committee. This committee is to present a slate of nominations to the entire MRRL Board for consideration at its next meeting.

9. ADJOURNMENT

The meeting adjourned at 7:25 p.m.

Meeting minutes approved November 15, 2022.