

MISSOURI RIVER REGIONAL LIBRARY

Board Meeting

213 Adams Street, Grimshaw Room

September 20, 2022

MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:01 p.m. by President Stacy Fick.

1. ROLL CALL OF MEMBERS

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

Members absent: John Gulick, 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; Diane Clingman, Business Office & Human Resources; Debra Winter, Business Manager/Accountant; and Robin Coffman, Administrative Assistant

2. PUBLIC COMMENT

Katrina Williams with the Capital Area Metropolitan Planning Organization (CAMPO) presented the new Capital Area Active Transportation Plan. She explained that “active” transportation is human powered mobility, including walking, biking and rolling. Ms. Williams reported that CAMPO is seeking public input as her organization is in process of developing a new/revised plan for the Jefferson City region. CAMPO’s vision is to create “a vibrant, comprehensive transportation network where all persons can safely walk, bike and ride the bus efficiently and conveniently with continuous collaboration from the community.

3. APPROVAL OF MINUTES

Bob Priddy made a motion, seconded by Anita Randolph, to approve the minutes from the August 16, 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. Kay Kasiske made a motion, seconded by Ithaca Bryant, 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 Angie Bayne, Assistant Director of Public Services, for those Board members who may not have previously met Angie. Claudia reported that her intent to rollout the infrastructure reorganization happened much more quickly than first anticipated. This is due to a number of staff departing, the hiring of new employees and others accepting new responsibilities. She indicated her goal is to create an internal structure that works well in the existing facility, and one that will work just as well if/when the expansion plans come to fruition. Other changes involve more equitable scheduling, desk hour distribution and cross training throughout the library.

Claudia also reported that the library was chosen to receive \$75,000 in ARPA funds from the Cole County Commission. This funding will be used in the expansion of services within Cole County. She reminded Board members they are invited to attend the Intellectual Freedom Workshop from 9:00 - 11:00 a.m. on October 10 at Staff Day. Claudia announced the last event for the 17th Annual Capital READ Book Discussion Series is next week and will feature Dr. Gary Kremer, author of *This Place of Promise: A Historian's Perspective on 200 Years of Missouri History*. And finally, Claudia notified the Board that next week is the Missouri Library Association's Conference and the end of her term as President of that organization.

6. COMMITTEE REPORTS

A. Capital Facilities Committee (Anita Randolph)

Anita Randolph reported that the committee has not met since last April, but inquired as to the need for another meeting. It was discussed that the Board will continue to follow the strategic pathway for facility expansion and renovation as outlined, discussed and approved at the Board's September meeting.

B. Executive Committee (Stacy Fick) No Report

C. Finance/Fund Raising Committee (John Gulick)

The committee met to review the draft budget that is being presented to the Board later in the agenda.

D. Foundation Liaison (Kaye Bertels)

Kaye Bertels reported that the Foundation has two upcoming fundraisers. The first is a cornhole tournament at The Zone in Jefferson City on September 30, 2022; and the second is a Trivia Night on October 22, 2022. Foundation Directors are also preparing to assist with the Annual Appeal.

E. Marketing/Communications Committee (Jeff Briggs)

Jeff Briggs indicated that the Marketing Committee has an upcoming meeting on September 27, 2022. Natalie Newville added that postcards

would be mailed out to inactive card holders in the near future; and that the library would enter a float (the Bookmobile) in Lincoln University's homecoming parade on October 1st.

- F. Planning Committee (Ithaca Bryant) No Report
- G. Bylaws Committee (Stacy Fick) No Report

7. UNFINISHED BUSINESS

A. Capital Campaign Update

Claudia Young announced that she and Natalie Newville have a lunch meeting scheduled on October 24, 2022, with officials from The Central Bank. This will be the first, official request made on behalf of the campaign.

Claudia also reported that she and Natalie are in the process of scheduling appointments with our local state representatives and senator to apprise them of the library's facility needs. It was noted that the state, in its current budget year, has discretionary funds available for such projects, including planning and design expenses, capital improvement projects, renovation of facility components, purchase of equipment, etc.

It was reported that there may be other organizations seeking a tax or levy increase in 2023, and that these may impact the vote on the library's initiative.

B. Expansion Planning

Claudia reported that she and other staff have had a conversation with Dake Wells Architects. The cost estimate, now, for the library expansion/renovation is somewhere between \$22-24 million. Debra Winter provided that the library is seeking a financial advisor to assist with our understanding of the issuance of bonds and the volatility of the market. Debra indicated that we still believe we would not have to request more than a 10 cent tax increase to generate the needed revenue for expansion.

8. NEW BUSINESS

- A. The 2023 draft budget was presented to the Board for review and to take questions. It was noted that the 2023 budget is similar to the 2022 budget. However, there are significant budgeted increases for the following (this is not an all inclusive list):
 - Architectural work

- Staff salaries
- Health insurance (potentially up to a 20% increase)
- Public information (community awareness)
- Sprinter Van (would replace the Bookmobile)

Claudia also noted that the library will receive a greater amount of funding through increased personal property tax revenue for Cole County, as well as increases to State Aid and the state's Athlete and Entertainer Tax distribution. She reported the library is in good standing with its 2022 budget and can cover upcoming, ongoing expenses. The library also has contingency funds in place for unforeseen expenses. The Board will be asked to approve the 2023 budget at its October meeting.

9. ADJOURNMENT

The meeting adjourned at 7:28 p.m.

Meeting minutes approved October 18, 2022.