

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

December 15, 2020  
MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:04 p.m. by Kay Kasiske, President. Natalie Newville, Marketing and Community Engagement Manager, was present to take the minutes.

**AGENDA**

1. Roll Call of Members
  - a. Members present via zoom: President, Kay Kasiske; Vice President, Anita Randolph; Member, Valerie Weber; Member, Ithaca Bryant; Member, Stacy Fick; Member, Stu Murphy; Member, Jeff Briggs.
  - b. Also present were: Director, Claudia Cook; Assistant Director, Betty Hagenhoff; and Marketing Manager, Natalie Newville.
  - c. Members absent: Bonnie Baker, Chuck Lahmeyer, Kaye Bertels, Peggy Mulvania, Ruth Canada, Sabra Pulsmeier, Sharon Lehmen.
  
2. Public Comment
  - a. None
  
3. Approval of Minutes
  - a. Stu Murphy made a motion to approve the November 17, 2020 minutes. Ithaca Bryant seconded. The motion was approved.
  
4. Treasurer's Report (Attachment A) and Approval of Monthly Expenditures (Attachment B)
  - a. See attached report
  - b. Stacy Fick made a motion to approve the Treasurer's Report and Monthly Expenditures. Jeff Briggs seconded the motion. The motion was approved.
  
5. Library Director's Report-Claudia Cook (Attachment C)
  - a. See attached report
  - b. The library had to close for a few weeks due to positive cases and quarantine requirements with library staff.
  - c. Megan Mehmert was hired as the new technology librarian. New technology programming will be coming soon.
  - d. There have been some issues with database statistics. We believe we have it figured out and they are being reported correctly now.

## 6. Committee Reports

- A. Capital Facilities Committee (Anita Randolph)
  - i. Report to be given under Unfinished Business.
- B. Executive Committee (Kay Kasiske)
  - i. No report
- C. Finance/Fund Raising Committee (Valerie Weber)
- D. Foundation Liaison (Kaye Bertels)
  - i. Annual Appeal/Giving Tuesday has raised \$11,480 so far
  - ii. Jennifer, Claudia, and Natalie are working with Dollar General and Diamond Pet Foods to get a book locker in Osage County
  - iii. Mini Golf has been postponed until April-ish.
  - iv. Valerie reminded everyone to use Amazon Smile.
- E. Marketing/Communications Committee (Jeff Briggs)
  - i. MRRL was one of 8 libraries nationally chosen as a winner from the Opie Awards. The library has won \$2500 to go towards an app for Book Box.
- F. Planning Committee (Stu Murphy)
  - i. Will plan to meet in late January in light of the approval of the Dake Wells proposal being accepted.

## 7. Unfinished Business

- A. Remote Locker Update
  - i. Lockers were installed Monday and Tuesday this week at Capital Mall. ii. Will plan to be up and running once staff are trained.
- B. COVID-19 updates
  - i. No update.
- C. Election of 2021 Officers to MRRL Board
  - i. Jeff Briggs moved to nominate officers, Stu Murphy seconded. Motion passes.
    1. President- Kay Kasiske
    2. Vice President- Anita Randolph
    3. Treasurer- Valerie Weber
    4. Secretary- Stacy Fick
- D. Library Director Evaluation
  - i. Claudia's evaluation will be sent out to employees at the end of the month, and they will be due back mid-January.
- E. Dake Wells Architect Proposal (Attachment D)
  - i. Capital Facilities Committee met, and decided they wanted to invest in a plan for the library. In the effort of performing due diligence and being responsible with taxpayer dollars, Claudia, Betty, and Anita met with Dake Wells. The result was a \$9,000 reduction while still keeping the integrity of the study. See attached proposal.
  - ii. Claudia reached out to Springfield-Greene Library System and their Director Regina Cooper encouraged her not to worry about approaching them

about a reduction in costs. Director Regina said they would never sacrifice integrity because they are very proud of their work and their reputation.

iii. The Committee is recommending that the board vote to accept the proposal and enter into a contract with Dake Wells.

1. Stu Murphy seconded the motion from the committee.
2. The motion was approved.

8. New Business

a. None

9. Adjourned at 6:47pm

**APPROVED 01.19.21**