

# **MISSOURI RIVER REGIONAL LIBRARY**

Board of Trustees Meeting  
@ the Osage County Library  
22 Library Lane, Linn, Missouri  
December 17, 2024

## **MINUTES OF THE MEETING**

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

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

Members present: President Bob Priddy, Vice President John Gulick, Secretary Jessica Davis, Treasurer Kay Kasiske and members: Jeff Briggs, Lori Bruce, Ithaca Bryant and Rodney Mulvania

Member(s) absent: Becky Layton, Samantha Mebruer, Anne Rottmann, Anne Steele and Bob Swift

Also present: Claudia Young, Library Director; Angie Bayne, Assistant Director of Public Services; Diane Clingman, Human Resources Manager; Debra Winter, Business Manager/Accountant; Tara Espinoza, Marketing Specialist & Website Coordinator; Sarah Falter, Osage Branch Manager; and Robin Coffman, Administrative Assistant

### **2. PUBLIC COMMENT**

None

### **3. STAFF SPOTLIGHT**

Sarah Falter, Osage Branch Manager, welcomed the Board to the Osage County Library. Sarah provided a recap of the programs and events held in Linn. Sarah stressed the partnerships in which the branch is involved, such as MU Extension, Community Partnership of Rolla, Osage County 4-H groups and Aging Best. She reported that the art gallery is used extensively by outside organizations and the library is an integral part of the community. Sarah also reported that the Friends of the Osage County Library (FOCL) is a phenomenal group. FOCL generated about \$4,000 over the past year from its used book sales; this group has about 160 members and members are always willing to assist with library improvements, activities and events.

### **4. APPROVAL OF MINUTES**

Rodney Mulvania made a motion, seconded by Jessica Davis, to approve the minutes from the November 19, 2024 meeting. Motion carried.

### **5. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES**

Kay Kasiske presented the monthly financial report (Attachments A & B). Kay Kasiske made a motion, seconded by Jeff Briggs, to approve the Treasurer's Report and Monthly Expenditures, as presented. Motion carried.

## **6. LIBRARY DIRECTOR'S REPORT**

Claudia Young reported that she is always pleased for the MRRL Board to meet in Linn. The Osage County Library facility is one of the highlights (to date) of her tenure as library director. She indicated this was, in fact, part of the previous strategic plan – for Osage County to own its own library building.

Claudia also reported that Debra Winter and she have completed the annual Public Libraries Survey that is submitted to the Missouri State Library and is then forwarded to the Institute of Museum & Library Services (which provides federal funding for libraries). The results of this survey help inform decisions about public libraries based on data submitted from all over the nation.

Claudia thanked Kit Freudenberg, strategic plan consultant, for her work on the development of a new strategic plan for the library. Kit has also provided information and some guidance to the MRRL Foundation regarding fundraising. To date, the Foundation has received over \$45,000 from Giving Tuesday and its annual appeal.

Claudia also expressed her gratitude that the library was, again, involved with Operation Bugle Boy and the Veterans Day Programming.

Claudia reported that she served on the Downtown Living Windows committee. As the event has grown, the library's involvement has grown. In addition to the extremely popular Polar Express (with over 200 participants), there were reindeer in the library park and the Missouri Conservatory of Dance performed on the main floor.

Finally, Claudia reported she has been working on a steering committee for the MOLIB@GO consortium, the Overdrive platform for digital material on the Libby app. There are about 120 members and the consortium was formed 16 years ago; however, there was no formal written agreement created. The steering committee's first order of business is to correct this oversight by writing an agreement for directors to sign and retain with their records. The signing of this agreement ensures libraries understand both the rights and responsibilities of participating in a beneficial shared resource consortium.

## **7. COMMITTEE REPORTS**

**A. Capital Facilities Committee** (Kay Kasiske) No Report

**B. Executive Committee** (Bob Priddy) No Report

**C. Finance Committee** (Kay Kasiske) No Report

**D. Foundation Liaison** (Lori Bruce) No Report

The Foundation does not meet in December to conduct regular business; however the directors met with Kit Freudenberg regarding input into the MRRL strategic plan.

**E. Marketing/Communications Committee** (Jeff Briggs) No Report

**F. Planning Committee** (Ithaca Bryant) No Report

**G. Bylaws Committee** (Bob Priddy) No Report

However, it was noted that Robin Coffman, Administrative Assistant, sent

(emailed) the current version of the bylaws to the committee to review to determine if a meeting is warranted to discuss potential revisions.

## **8. UNFINISHED BUSINESS**

### **A. Strategic Plan**

Kit Freudenberg, strategic plan consultant, shared a preliminary draft of the strategic plan for years 2025 - 2028. Kit recapped the goals and their purposes. She also reviewed the objectives under each goal, along with information related to actions, timelines, resources needed, evaluation measures and assignments. Kit is asking every Board member to review the draft, as well as encouraging the committee groupings to review the draft from their perspectives. All comments and feedback must be provided to Kit by no later than January 10, 2025. Kit will then revise the draft based on this feedback and will present the “final” strategic plan for the Board’s consideration at its January 21 meeting.

## **9. NEW BUSINESS**

### **A. Director Evaluation**

Diane Clingman, HR Manager, asked Board members to please submit their completed survey/evaluation, which was previously emailed to them, in order to inform the Executive Committee as this committee conducts the library director’s evaluation in January.

## **10. ADJOURNMENT**

There being no further business, the Board adjourned at 7:35 p.m.

**Meeting minutes approved January 21, 2025.**