

MISSOURI RIVER REGIONAL LIBRARY

Board Meeting

213 Adams Street, JC Chamber Board Room

Jefferson City, Missouri

February 20, 2024

MINUTES OF THE MEETING

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

1. ROLL CALL OF MEMBERS

Members present: President Bob Priddy, Vice President Steve Nelson, Treasurer Kay Kasiske, Secretary Jessica Davis and members: Ithaca Bryant, Jeff Briggs, John Gulick, Samantha Mebruer, Rodney Mulvania, and Anita Randolph

Member(s) absent: Becky Layton, Anne Rottmann and Anne Steele

Also present: Claudia Young, Library Director; Angie Bayne, Assistant Director of Public Services; Diane Clingman, Human Resources Manager; Debra Winter, Business Manager/Accountant; and Robin Coffman, Administrative Assistant

Library Director Claudia Young introduced a new Osage County Library District Board member and MRRL Board member Samantha Mebruer.

2. PUBLIC COMMENT

None

3. APPROVAL OF MINUTES

Steve Nelson made a motion, seconded by Ithaca Bryant, to approve the minutes from the January 16, 2024 meeting. Motion carried.

4. TREASURER’S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

Kay Kasiske reviewed the monthly financial report (Attachments A & B) with the Board. Ithaca Bryant made a motion, seconded by Anita Randolph, to approve the Treasurer’s Report and Monthly Expenditures. Motion carried.

5. LIBRARY DIRECTOR’S REPORT

Claudia Young reported that she and the administration have been communicating and educating staff and library patrons regarding the stepped-up enforcement of adults not sleeping in the library, effective January 2024. This behavior is prohibited as cited in the library’s Behavior & Use of Facilities Policy and in accordance with the Patron Code of Conduct. She reported that inconsistent enforcement of the policy was mentioned in her staff evaluation as well as the Board indicating that this is problematic. Claudia also reported that she takes, on an average, 2-4 calls per month complaining about people sleeping in the library. A local church has contacted Claudia to communicate it has

established a room which unhoused individuals may access if they need to sleep during the day. Claudia indicated that concerns about the unhoused have not stopped and staff are doing their best to monitor behavior.

Claudia mentioned that she had sent out an email to Cole County and Jefferson City residents regarding interest in serving on the Jefferson City-Cole County Library District Board and MRRL Board of Trustees due to the vacancy created when Stacy Fick stepped down. Stacy could no longer serve as a Cole County appointee as she moved into the city's boundaries. Claudia indicated that 10-12 individuals applied to the County Commission to fill this county vacancy.

Claudia also reported that there has been some difficulty in filling the Marketing Manager position and that it has been placed on hold as she is exploring all options in how this position can be filled. She reported that the Outreach position is being filled by two part-time employees rather than one full-time person; this position was difficult to fill, too. Claudia indicated that another staff member has also recently resigned.

6. COMMITTEE REPORTS

- A. Capital Facilities Committee** (Anita Randolph) No report; however, the committee will meet following tonight's Board meeting. The Board was reminded that it already approved the elevator repair and electrical improvements for the main facility.
- B. Executive Committee** (Bob Priddy) No Report
- C. Finance Committee** (Kay Kasiske) No Report
- D. Foundation Liaison** (Steve Nelson) Claudia Young reported that the Foundation held its mini-golf fundraiser at the Osage Branch in Linn last Saturday, February 17; and that mini-golf will be held at the main facility on Saturday, February 24. The Foundation generated approximately \$98,000 during the Annual Appeal; and the Foundation is in the process of recruiting new members.
- E. Marketing/Communications Committee** (Jeff Briggs) No Report
- F. Planning Committee** (Ithaca Bryant) The Planning Committee met prior to the MRRL Board meeting on February 20 and received and discussed a proposal from Kit Freudenberg to facilitate and assist the Board in reviewing and revamping the library's strategic plan. The planning process can be completed by the end of calendar year 2024. An early step is to hold a Board retreat of 4 hours with 80% of Board members attending, with ensuing meetings with various Board committees and staff during the plan's development/revision. The Planning Committee recommends approval of the proposal to the entire MRRL Board. John Gulick made a motion, seconded by Kay Kasiske, to accept Kit Freudenberg's proposal and begin the process. Motion carried
- G. Bylaws Committee** (Bob Priddy) No Report

7. UNFINISHED BUSINESS

A. Planning for the Future

1. Update on Report to City Council and County Commission

Bob Priddy discussed his public comments made to the City Council, including the request to assign a Council liaison to attend the MRRL Board meetings. This has not yet happened. Discussion included upcoming Jefferson City and Cole County appointments and/or re-appointments. It was noted that the Jefferson City News Tribune editorial board published a positive and supportive editorial.

2. Update on Repairs to Library

As previously discussed under the Capital Facilities Committee Report, the Board had already approved the elevator repair and electrical improvements for the main library facility. KONE Elevator is currently conducting repair work on the library's elevators, which includes such items as a new motor, a new start motor, rewiring and hydraulic repair. Stokes Electric is waiting upon the manufacturer to deliver the necessary parts and equipment. A date for the electrical repair has not yet been scheduled; it will require the main library to be closed for approximately four (4) days.

It was also reported that only one bid was received regarding the conversion of the library's restrooms to meet ADA compliance. Staff have been asked to seek additional bids for this work. Staff will also be seeking bids related to paving the Osage Branch's gravel parking lot.

8. NEW BUSINESS

A. Bills to Watch

Claudia Young brought to the attention of the Board several legislative bills which have been filed pertaining to public libraries. These include, but are not limited to, House Bill (HB) 2498, HB 1512, HB 2084, and Senate Bill (SB) 1330.

9. ADJOURNMENT

There being no further business, the Board adjourned at 7:00 p.m.

Minutes approved on March 19, 2024.