

MISSOURI RIVER REGIONAL LIBRARY

Board of Trustees Meeting
213 Adams Street, JC Chamber Board Room
Jefferson City, Missouri
February 25, 2025

(The February 18, 2025 MRRL Board of Trustees Meeting was postponed due to inclement weather.)

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 John Gulick, Secretary Jessica Davis, Treasurer Kay Kasiske and members: Jeff Briggs, Lori Bruce, Ithaca Bryant, Samantha Mebruer, Rodney Mulvania and Bob Swift

Member(s) absent: Becky Layton and Anne Rottmann

Also present: Claudia Young, Library Director; Angie Bayne, Assistant Director of Public Services; Diane Clingman, Human Resources Manager; Debra Winter, Chief Financial Officer; Tara Espinoza, Marketing Specialist & Website Coordinator; and Robin Coffman, Administrative Assistant

2. PUBLIC COMMENT

None

3. APPROVAL OF MINUTES

Bob Swift made a motion, seconded by Jeff Briggs, to approve the minutes from the January 21, 2025 meeting. Motion carried.

4. 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 John Gulick, to approve the Treasurer's Report and Monthly Expenditures, as presented. Motion carried.

5. LIBRARY DIRECTOR'S REPORT

Claudia reported that the library was closed on January 6 and 7 due to inclement weather, and again, on February 18 and had a delayed opening on February 19 due to weather. On February 19, once the main branch opened at noon, there were approximately 200 people that came into the library that afternoon. The Osage Branch was closed recently due to a very strong propane gas smell that impacted staff. Claudia indicated that there are times that the library branches are closed as consideration is made regarding the safety of staff and patrons.

Claudia Young reported that Huber & Associates and GFI were the event sponsors for the Foundation's mini-golf events. Businesses with which the library conducts business were

contacted in regard to being a hole sponsor. The library has many partnerships with local organizations and businesses at both branches that support the library, the Foundation and the Friends group. She also reported on a new partnership at the Osage Branch with Aging Best, and a new partnership with the Central Missouri Master Gardeners at the main library. This group will now be meeting monthly at the library. In January, ninety-two (92) individuals attended the meeting.

Claudia reported that the Osage Branch has had new lighting installed in the used book sale area. The branch will also need new doors and a new wall. This will be addressed during 2025.

Claudia also reported that the MRRL Board will meet in Linn at the Osage Branch for its meetings scheduled for May 20, in addition to July 15 and October 21.

Board members were reminded that the MRRL Annual Book Sale is scheduled for March 12-15 in St. Martin's. Volunteers are always welcome.

6. 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)

The Foundation hosted two mini-golf fundraising events – one at the Osage Branch and one at the main branch. The number of participants and observers at both events was greater than that from 2024. Foundation Directors have begun reviewing the Foundation's bylaws with the intent to have the review completed by June or July. The Foundation is finishing up its work and review on the new informational brochure regarding charitable giving. Foundation Directors are also pursuing ways to recruit more members.

E. Marketing/Communications Committee (Jeff Briggs)

The committee met just prior to the Board meeting. Discussion included how to engage with non-users, how to expand the reach of the library and how to increase the number of cardholders. Tara Espinoza reported that she and staff are developing a new marketing tool – "TIM" or "Tune in to MRRL" to assist with outreach.

F. Planning Committee (Ithaca Bryant) No Report

G. Bylaws Committee (Bob Priddy)

Committee members each reviewed MRRL's bylaws independently. The consensus of the committee is that no revisions to the bylaws are needed at this time.

7. UNFINISHED BUSINESS

A. Prison Redevelopment-Future Meeting with City Officials

It is still planned to have City Administrator Brian Crane, along with

Mayor Fitzwater, attend the MRRL Board's March meeting; and in closed session, have a discussion regarding the prison redevelopment site including proposed plans/schematics.

B. Strategic Plan Update

Claudia Young and Angie Bayne discussed how staff will address the list of priorities identified in the new strategic plan related to outreach. It was reported that the new van, which will assist with outreach, has once again been delayed. It was also reported that staff are in the process of determining which additional Cole County community to target in an effort to pursue greater outreach and to seek additional library cardholders. Claudia indicated that she regularly attends the Cole County Communities' meeting and invited Board members to attend with her. John Gulick and Lori Bruce indicated that they will attend the April 3rd meeting, too.

Angie Bayne reported that she has been working with Shirks Country Market in Centertown to inquire if the library can install book lockers at their location. She also reported that she is looking into the possibility of being able to send books to homebound patrons through the mail for no cost.

Claudia reported that the library will be conducting a postcard mailing in September, which will include a QR code leading to a survey, to non-cardholders in an attempt to seek input/data from individuals who do not utilize the library.

Claudia also reported on a new partnership with Jefferson City Parks & Recreation. The bookmobile will be parked at Memorial Park during the month of June and at Riverside Park during the month of July. The bookmobile will be open from 12:00 - 4:00 p.m. daily at these sites.

8. NEW BUSINESS

A. Legislative Update

Claudia apologized for the incorrect update that was included in their packets. All Board members were provided, at the meeting, the Missouri Library Association Legislative Priorities for 2025 (FY2026). This handout lists ongoing initiatives not only at the federal level, but also at the state level. Claudia reported that she will keep the Board informed of any proposed legislation that may impact public libraries.

9. ADJOURNMENT

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

Meeting minutes approved March 18, 2025.