

Missouri River Regional Library
Board Meeting
River Region Community Center 501 Broadway
February 18, 2020
MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:00 P.M. by Kay Kasiske, President. Diane Clingman, Business Office/HR Coordinator, was present to take the minutes.

1. ROLL CALL OF MEMBERS

Members present: President, Kay Kasiske; Vice President, Anita Randolph; Member, Ruth Canada; Member, Stu Murphy; Member, Chuck Lahmeyer; Member, Debbie Rowles; Member, Valerie Weber; Member, Jeff Briggs; Member, Kaye Bertels; Member, Vicki Ford; and Ad Hoc Member, Barbara Reading.

Members absent: Member, Sabra Paulsmeyer; Member, Bonnie Baker; Member, Peggy Mulvania; and Member, Ithaca Bryant.

Also present were: Director, Claudia Cook; Assistant Director, Betty Hagenhoff; Marketing Manager, Natalie Newville; and Business Office/HR Coordinator, Diane Clingman.

2. PUBLIC COMMENT

None

3. APPROVAL OF MINUTES

Stu Murphy made a motion to approve the January 21, 2020 Minutes. Anita Randolph seconded. The motion passed.

4. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES (ATTACHMENT A & B)

Valerie Weber reviewed the Treasurer's Report, Attachment A & B with the Board. Kaye Bertels made a motion to approve the Treasurer's Report and Monthly Expenditures. Stu Murphy seconded. The motion passed.

5. LIBRARY DIRECTOR'S REPORT-CLAUDIA COOK (ATTACHMENT C)

Claudia highlighted a few items from her report, see report attached. Manager evaluations were done in January. Claudia met with the eight managers she supervises. The Osage County move is nearing. The move will take approximately two weeks, beginning Feb. 24th. Preparation for John Chrastka's February visit and invitations were sent to MRRL Friends, Foundation, and Library Supporters. Two grants were written

and submitted. The A.J. Schwartze community grant was written to request a self checkout for Osage. The LSTA grant through the State Library for the remote lockers.

6. COMMITTEE REPORTS

- A.** Capital Facilities Committee (Vicki Ford)- No Report
- B.** Executive Committee (Jeff Briggs)- No Report
- C.** Finance/Fund Raising Committee (Valerie Weber)-No Report
- D.** Foundation Liaison (Debbie Rowles)

Debbie Rowles reports the Mini Golf Fundraiser will be February 29th from 5-8:30 P.M. There are still officer openings on the Foundation Board to be filled. The Pop-Up Booksale raised approximately \$4200.00 for the weekend.

- E.** Marketing/Communications Committee (Jeff Briggs)-No Report
- F.** Planning committee (Stu Murphy)-No Report

7. UNFINISHED BUSINESS

A. Osage Renovation

The Osage renovation is in the final stages. Moving to the new location is scheduled to begin February 24th and will take two weeks. The Osage branch will be closed for two weeks for the move to the new location. The Bookmobile will be in Linn at the City Pool Parking Lot to check out materials.

B. Remote Locker Update

Claudia is still working on the lockers being installed at Capital Mall. Claudia is also working on a grant to assist with the purchasing of lockers, this grant is due March 3rd.

C. By-law review and vote on recommended change (Attachment D)

Jeff Briggs made a motion to remove the last sentence of Article VI Section 6.1 "Members shall serve no more than two consecutive one-year terms on the same committee." Debbie Rowles seconded. The motion passed.

8. NEW BUSINESS

John Chrastka from EveryLibrary gives a presentation (see attached). John reviews the board process and goals for the board to communicate to the population regarding the upcoming proposed tax levy. John states voters will want to know where funds are spent and who spends them. We need to let the public know what the library is unable to do with limited funds. While the library expansion plans are a good place to start, we need to have a plan in place if the tax levy is not approved. The public needs to know what we are currently doing and what we could do with more. Library must have our mission and values expressed to the public. Our messaging to the public needs to be consistent. We need to connect with stakeholders in our area to see where our interests may overlap with the library's mission and goals. The conversation needs to happen outside the Library, and instead at community events, and one on one conversations. People need to know what they could get with their investment in the library. John can assist the board with how to get the conversation started. John will be speaking with

staff at the monthly All Staff meeting tomorrow as well as MRRL Friends, Foundation, and Library supporters.

9. ANNOUNCEMENTS

None

10. ADJOURNED AT 8:26 P.M.

APPROVED 02/17/2020