

Missouri River Regional Library
Board Meeting
Lower Level Conference Room B105, 308 East High Street
October 15, 2019
MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:01 P.M. by Jeff Briggs, President. Diane Clingman, Business Office/HR Coordinator, was present to take the minutes.

1. ROLL CALL OF MEMBERS

Members present: Jeff Briggs, President; Kay Kasiske, Vice-President; Ruth Canada, Member; Stu Murphy, Member; Debbie Rowles, Member; Valerie Weber, Member; Ithaca Bryant, Member; Kaye Bertels, Member; Anita Randolph, Member; and Chuck Lahmeyer, Member.

Members absent: Vicki Ford, Member; Sabra Paulsmeyer, Member; Bonnie Baker, Member; and Peggy Mulvania, Member.

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

2. PUBLIC COMMENT

None

3. APPROVAL OF MINUTES

Kay Kasiske made a motion to approve the September 17, 2019 minutes. Ruth seconded. The motion passed.

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

Ruth Canada reviewed the Treasurer's Report, Attachment A & B with the Board. Chuck moved the Treasurer's Report and Monthly Expenditures be approved. Stu seconded. The motion passed.

5. Library Director's Report- Claudia Cook (Attachment C)

Claudia highlighted a few items from her report. Natalie and Claudia are participating in JCMO Community and Economic Strategy. A conference call with John Chrastka concerning insight on how best to involve the Library.

6. Committee Reports

A. Ad Hoc Bylaws Committee

No Report.

B. Capital Facilities Committee

No Report.

C. Executive Committee

No Report.

D. Finance/Fund Raising Committee

A meeting was held at five this evening prior to tonight's Board Meeting. A draft for the 2020 budget was reviewed. Included in the budget is a fifty cent per hour increase for all staff. The personnel line amount includes the fifty cents per hour increase to staff. These increases were made possible by former positions that were vacated restructured, and filled by current staff. This restructuring allowed two FTE positions to be eliminated. Some inequities among staff pay rates were also addressed. Other items of interest in this budget is a line increase to Public Information. This increase covers more radio advertisement and printing of calendars. At this time the our broker for Naught Naught Dave Hoy has not received the 2020 rates for employee coverage. Changes will be reviewed at the next MRRL Board Meeting.

E. Foundation (Attached)

Kathlene Woodruff MRRL Foundation President presenter her annual report to the Board. Currently the foundation consists of nine directors, and meets at noon on the second Thursday of each month. The MRRL Foundation has four events every year which include: Mini-Golf in the Library; Reader's Theatre; Dine-In Event; and the Annual Appeal Campaign. Fundraising efforts netted approximately \$18,288.75.

F. Marketing/Communications Committee

No Report.

G. Planning Committee

No Report.

7. Unfinished Business

A. Osage Renovation Update:

Demolition at the new location is done and walls are being built. Electric and plumbing have started.. The Linn branch received a grant from Master Gardener's and Robin Russell,an Osage County staff member, will be working on landscaping the front of the building..

B. Budget Approval for 2020

Draft was submitted to the Finance/Fund Raising Committee and will be reviewed again at the next board meeting.

8. New Business

A. Nominating Committee for 2020 Officers.

Jeff will choose and notify the nominating committee members.

B. Board Retreat update (Attachment D)

Attending members of the retreat created a list of Unmet Needs and Aspirations. A survey was created and will be sent to board members and staff. The survey is intended to be from the perspective of what will best improve services to the public.

9. Announcements

It was brought to the board's attention by a board member some staff seem unclear on how to contact Lisa Otto, the HR Consultant. It was suggested that Administration may need to go over this process with managers and staff.

10. Adjournment

The meeting was adjourned by Jeff Briggs at 8:03 p.m. Minutes of the meeting were submitted by Diane Clingman.

APPROVED 11/14/2019

