

Missouri River Regional Library
Board Meeting
214 Adams Street, Mark Twain Room
April 20, 2021
MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:02 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, Jeff Briggs; Member, Kaye Bertels; and Member, Peggy Mulvania.

Members present via Zoom: Valerie Weber, Ithaca Bryant, and Lisa Klebba.

Absent: Member, Ruth Canada; Member, Sharon Lehman; Stacy Fick; and Member, Sabra Paulsmeyer.

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

Anita Randolph made a motion to approve the minutes of the March 16, 2021 minutes with the addition of the word "due" to sentence three of the Library Director's report. Jeff Briggs seconded. The motion was approved.

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. Jeff Briggs made a motion to approve the Treasurer's Report and Monthly Expenditures. Kaye Bertels seconded. The motion was approved.

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

Claudia reviewed her report with the board, see the attached. Due to some staffing issues at the Osage Branch, Claudia needed to work a few days at the Branch. The foot traffic continues to be light and she will work with Natalie on a few marketing ideas to raise awareness. The 2nd pop-up book sale of the year was well attended this month raising over \$8,000 with all proceeds going to ABLE. The Cole County jail asked for assistance in starting a small library for prisoners. An older book truck and paperbacks

were given to the jail for the library project. Meetings with Dake Wells Architects continued. A Zoom meeting with Dake Wells and the Jefferson City Planning Department was held. This meeting proved beneficial with providing a way for the Library to update the city about our current and future facilities planning. Our parking issues were also addressed. The planners mentioned the 28 public parking spots on the surrounding streets count towards the 50 we are required to have if the library's square footage increases to 50,000 square feet. At this time the planners were not aware of any Downtown parking plans which would benefit the Library in any significant way.

6. COMMITTEE REPORTS

- A. Capital Facilities Committee (Anita Randolph) Report to be given under Unfinished Business
- B. Executive Committee (Kay Kasiske) No Report
- C. Finance/Fund Raising Committee (Valerie Weber) Meeting to be scheduled
- D. Foundation Liaison (Kaye Bertels)
Kaye reported that a Foundation meeting was held on April 8th. Mini Golf was held at the main Library 18th with over 100 people attending. The Osage Mini Golf will be held on 25th from 1 to 4:30. At this time the MRRL Foundation reports current funds of \$63,040.05 and the MRRL Friends has \$4,781.24.
- E. Marketing/Communications Committee (Jeff Briggs) No report
Natalie reports focus right now on in person programming picking up. Natalie was recently notified by the News Tribune the Library was voted "Most Missed Entertainment" during COVID. An article will run soon in the newspaper.
- F. Planning Committee (position open) No report

7. UNFINISHED BUSINESS

- A. Dake Wells Architect Update
Meetings have continued with Dake Wells. April 1 a meeting with Dake Wells, Capital Facilities Committee and Library Administration/Managers reviewed five prospective concepts. April 7th Library Administration and Managers met to review plans and narrow down the choices. After discussion Option D was chosen. This option will require some modifications however it provided the best option. The next Dake Wells meeting will be scheduled in a couple of weeks and with the MRRL Board and the final proposal.
- B. COVID Update
Beginning May 1 the Main Library will stay open until 8 Monday-Thursday. In person programming will be picking up however a hybrid option and recordings will also be available when applicable.

8. NEW BUSINESS

- A. Gift and Donation Acceptance Policy

Previous policy: *Gift Recognition Policy*: The Board of Trustees of Missouri River Regional Library (MRRL) actively encourages charitable gifts, grants and contributions that support the mission *and public service goals* of the Library. (Approved May 17,2005)

Revised Policy: *Gift and Donation Acceptance Policy* : The Board of Trustees of Missouri River Regional Library (MRRL) actively encourages charitable gifts, grants and contributions that support the mission of the Library.

Anita Randolph made a motion to approve the amended policy. Jeff Briggs seconded. The motion passed

9. ANNOUNCEMENTS

Claudia announces new members John Gulick, Ann Rottman, and Lisa Klebba will be joining the board. John Gulick has been appointed by Cole County. Anne Rottman has been appointed by Jefferson City, and Lisa Klebba has been appointed by Osage County.

Noelle Parker has resigned her position as Branch Manager in Osage.

10. ADJOURNED AT 7:11 P.M.

APPROVED 05.18.21