

**Missouri River Regional Library
Board Meeting
Mark Twain Room 214 Adams Street
June 16, 2020
MINUTES OF THE MEETING**

The regular Board of Trustees meeting was called to order at 6:03 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, Chuck Lahmeyer; Member, Valerie Weber; Member, Stacy Fick; Member, Stu Murphy; Member, Debbie Rowles; Member, Kaye Bertels; and Member, Bonnie Baker.

Members present via Zoom: Member, Ruth Canada; Member, Jeff Briggs and Member, Ithaca Bryant.

Members absent: Sabra Paulsmeyer, and Peggy Mulvania.

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

Stuart Murphy made a motion to approve the May 19, 2020 Minutes. Anita Randolph 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. Stu Murphy made a motion to approve the Treasurer's Report and Monthly Expenditures. Debbie Rowles seconded the motion. The motion was approved.

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

Claudia reviewed the report with the board, see the attached. Four small staff training sessions were done in May to prepare staff for the stages of reopening the Library. Curbside delivery began on May 11 and continues. The Library opened to the public on May 26th. Programming is still done virtually in May and June.

6. COMMITTEE REPORTS

A. Capital Facilities Committee (Anita Randolph)- Scheduling Meeting

- B. Executive Committee (Kay Kasiske)-No Report
- C. Finance/Fund Raising Committee (Valerie Weber)-No Report
- D. Foundation Liaison (Debbie Rowles)

Debbie Rowles reports the foundation had a meeting in June, the following items were discussed:

- There will be storytimes and some other programming being held outside starting in July at the Main Library and at the Branch.
- Reducing the amount of time of returned items in quarantine to 24 hours in July.
- The Art Gallery will be open to small in person programming in July.
- 1,000 Books before Kindergarten had 355 children signed up and 27 children completed the program.

- E. Marketing/Communications Committee (Jeff Briggs)-No Meeting
Natalie reports marketing has been focused on virtual programming.
- F. Planning committee (Stu Murphy)- Scheduling Meeting

7. UNFINISHED BUSINESS

- A. Remote Locker Update

Claudia reported she applied for the CARES grant with the State Library for a remote multipurpose locker. MRRL has been awarded the CARES grant in the amount of \$27,031.

- B. Temporary leave of absence policy review (Attachment D)

The policy is reviewed by the board and revised from the original policy drafted by the Administration. See the revised policy attached.

- C. COVID-19 Planning (Attachment E)

The "Warning Regarding COVID-19" which will be posted on the public website, programming rooms and calendars was reviewed by the board. See attached.

8. NEW BUSINESS

- A. 2019 Audit

Bobbie Redmon-Murray presented the 2019 Audit to the board. Valerie Weber made a motion to approve the audit. Chuck seconded the motion. The motion passed.

- B. Strategic Plan

The Planning Committee is to schedule a meeting in July to update the strategic plan.

9. ADJOURNED AT 7:31 P.M.

APPROVED 07/21/20

