

**MISSOURI RIVER REGIONAL LIBRARY
BOARD MEETING
Annex Conference Room, 209 Adams Street
March 15, 2016
MINUTES OF THE MEETING**

The regular Board of Trustees meeting was called to order at 7:00 pm by Stu Murphy, President. Judy Speidel, Administrative Assistant, was present to take the minutes.

1. ROLL CALL OF MEMBERS

Members present: Stu Murphy, President; Vicki Ford, Vice-President; Marge Kudrna, Member; Member; Jane Dolan, Member; Debbie Rowles, Member; Valerie Weber, Member; and Kathy Penfold, Member. Also present were: Elizabeth Beach, Human Resources Director; Claudia Schoonover, Library Director; Betty Hagenhoff, Assistant Director; and Tammie Busch, Administrative Practicum Student-University of Missouri-Columbia.

3. PUBLIC COMMENT

There was no public comment.

4. APPROVAL OF MINUTES

Kathy Penfold made the following changes to the February 16, 2016 minutes: change “went” to “gone” in the first sentence in Item 10A.

Vicki Ford made a motion to approve the February 16, 2016 minutes, as amended. Marge Kudrna seconded. The motion passed.

5. VALERIE WEBER, BOARD MEMBER

Stu introduced the new board member Valerie Weber. Valerie gave a short bio of herself and all trustees present introduced themselves to Valerie.

6. TREASURER’S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

Betty Hagenhoff reviewed the Treasurer’s Report with the Board.

Marge Kudrna moved that the Treasurer’s Report and the Monthly Expenditures be accepted as submitted and filed for audit. Jane Dolan seconded. The motion passed.

6. **LIBRARY DIRECTOR'S REPORT – CLAUDIA SCHOONOVER**

Claudia summarized the items contained in her report. Items of interest include:

- Claudia Schoonover, Paula Schulte, and Tammie Busch attended the Library Advocacy Day which is held each February. There were seven scheduled meetings with legislators but had three cancellations. The main topic was the FY2014 funding restoration. Claudia presented the Board trustees with a report from the Missouri Legislative Committee regarding the State Appropriations.
- Claudia reported the Osage County Branch continues to run smoothly during Noelle's absence which is due to the great staff. Noelle's daughter, Phoebe is doing well and may be going home next week.
- Thanks to the MRRL Foundation and the Osage County Friends of the library for the two new book drops in St. Thomas and Meta.
- Book sale was March 9 through March 12. Betty and Don worked very hard getting it up and running. There were over 2900 boxes of books to sell. Betty thanked everyone for their help and support as it is one of the biggest PR event that the library does for the community as well as the only fundraiser for ABLE.
- National Library week will be in April with Patron Appreciation Day on April 16.
- MRRL Friends of the Library will be hosting a speaker on Carnegie libraries at their April meeting.
- Tammie Busch has asked a diversity professor to speak on Staff Day.

8. **COMMITTEE REPORTS**

A. **Capital Facilities Committee**

Marge reported the committee met at 6:30 on March 15 for a discussion on future updates and the A/C replacement update. The committee is seeking a variance for the elevators so that any upgrades to existing elevators will meet ADA guidelines. Marge reported the elevators are safe and are inspected monthly by the service company and yearly by the State.

Marge reported the A/C will be in service once a three-way valve part has been received.

She advised the Board that a discussion was held on the immediate replacement or upgrade of the front doors which is posing a security issue.

B. Executive Committee

No Report

C. Finance Committee

No Report.

D. Foundation

Debbie Rowles reported the Foundation met on March 10, 2016, and the highlights of that meeting were:

- Currently the Foundation has \$ 21,421.15 in the bank account and the Friends of the Library have a bank account balance of \$ 5,676.02.
- Foundation looking to develop a strategic plan that can plug into the plan at the Library. Foundation will be having an “idea” session working with Kit Freudenberg. Suggestion was having donors and sponsors contribute \$ 1000.00 rather than \$ 500.00.
- The Foundation’s mini-golf event had 182 golfers, 21 hole sponsors, and 1 event sponsor. It was a success and if all sponsors turn in their money, the Foundation will have made \$ 5400.00. Anita will be emailing all Foundation directors a list of the donors.

Debbie also advised the Friends of the Osage County Library is losing their space for sorting books for the book sale. She has asked if anyone knows of any place they could use to let her know. Kathy Penfold recommended asking the Missouri State Technical College.

E. Planning Committee

Stu Murphy reported the Planning Committee did not meet due to waiting for all board members to turn in their Pre-Planning Deliberations forms. Stu indicated he has received forms from seven out of fourteen trustees. The Planning Committee will meet next month once all the forms are received.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

A. Closed Session Minutes

Claudia led a discussion with the Board trustees as to who will keep Closed Session Minutes. After discussion, it was the Board’s recommendation to have the Board Secretary keep the closed session minutes and pass them on as a new secretary comes on board. Claudia indicated the Library will put together binders with instructions for these minutes and give them to Adam Veile, the current secretary.

B. Public Hearing – Proposed Truman Hotel Tax Increment Financing Plan

Claudia recommended Betty Hagenhoff to be the Board representative at the meetings for the public hearing on the proposed Truman Hotel Tax Increment Financing Plan which the Board trustees agreed. She reported there will be a training session on March 22 at which she, Betty, and Tammie Busch will attend.

10. ANNOUNCEMENTS

11. ADJOURNMENT

The meeting was adjourned by Stu Murphy at 7:48 pm. Minutes of the meeting were submitted by Judy Speidel.

APPROVED 4-19-2016