

**MISSOURI RIVER REGIONAL LIBRARY
BOARD MEETING
Annex Conference Room, 209 Adams Street
June 20, 2017
MINUTES OF THE MEETING**

The regular Board of Trustees meeting was called to order at 7:03 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; Katrinka Goldberg, Treasurer; Marge Kudrna, Member; Kathy Penfold, Member; Valerie Weber, Member; Ithaca Bryant, Member; Kay Kasiske, Member; Jeff Briggs, Member; and Kaye Bertels, Members. Also present were: Claudia Schoonover, Library Director; Betty Hagenhoff, Assistant Director; Natalie Newville, Marketing Coordinator; Kit Freudenberg, Consultant; Reg Turnbull, MRRL Foundation President; and Brittany Hilderbrand, News Tribune Reporter.

2. PUBLIC COMMENT

There was no public comment.

3. MRRL FOUNDATION PRESIDENT REG TURNBULL

Reg Turnbull, MRRL Foundation President, as per the Foundation Bylaws was present and gave a yearly update of the activities of the Foundation Board. His report included history of the Foundation, Foundation's fund raisers, a 5 year fund raising summary, expenditures, and a request to be included in the MRRL strategic planning process.

Reg presented the MRRL Board of Trustees with a current roster of the Foundation Board Members.

4. APPROVAL OF MINUTES

Valerie Weber reported her name was misspelled in last sentence under 10 A of the May 16 minutes.

Katrinka Goldberg made a motion to approve the minutes of the May 16, 2017 meeting, as amended. Valerie Weber seconded. The motion passed.

5. LIBRARY SPOTLIGHT: NATALIE NEWVILLE, MARKETING COORDINATOR

Natalie gave a presentation on what she has done since being hired in March and what she plans to do in the future. Some of those she mentioned were: getting program calendars out sooner, sending updates thru email servers, developed a Bookmobile Facebook page, developed an Osage County Facebook page, did a huge Hoopla campaign, hired a new graphic artist, and running MRRL ads in the News Tribune Welcome Home publication. Claudia reported there has been a noted increase in attendance at programs and traffic this summer.

6. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

Katrinka Goldbert reviewed the Treasurer's Report with the Board.

Kathy Penfold moved that the Treasurer's Report and the Monthly Expenditures be accepted as submitted and filed for audit. Vicki Ford seconded. The motion passed.

7. LIBRARY DIRECTOR'S REPORT – CLAUDIA SCHOONOVER

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

- Claudia reported Summer Reading began on May 26.
- The Library unveiled the new streaming service Hoopla Digital and it was a huge success. The Library had 459 people register within a week and within 24 days the patrons had maxed the \$2,000 budgeted for this service. She reported this clearly indicates a desire for this service and the Library will need to take that in consideration for next year's budget.
- The Library has entered into a contract with Unique Management for telephone service for a year. Claudia reported this will save the Library money and she had spoken to other Circulation Managers who reported it freed up staff to help people who were in the building.
- There are 23 summer festivals the Library staff and MRRL friends will be attending. The Library will be able to offer Wi-Fi at these festivals as well as having the capability to sign people up for a library card on the spot.

8. COMMITTEE REPORTS

A. Ad Hoc Bylaws Committee

Kathy Penfold presented the Board with a draft copy of the bylaws with changes that were recommended at the last meeting. A recommendation was made to change the numbers on page 5 upon adding the new 6.5 section. She advised she would have a final copy of the bylaws at the July board meeting.

B. Capital Facilities Committee

Marge Kudrna reported the Capital Facilities Committee met on June 7 to work on the strategic plan and had plan to meet again on June 28 but that meeting will need to be changed as Kit is unable to attend.

C. Executive Committee

No Report.

D. Finance Committee

Katrinka Goldberg reported the committee met at 6:00 pm at which time a representative of Evers and Company presented the 2016 audit and she would have a report on the audit later in the meeting.

E. Foundation

No report.

F. Marketing/Communications Committee

Jeff Briggs reported the Marketing/Communications Committee met twice to work on the strategic plan and a lot of good ideas came out of those meetings.

G. Planning Committee

Stu Murphy asked Kit Fruedenberg to review the Goals, Objectives, and Strategies with the Board that were the result of all the Committees meeting over the last couple of months. In addition, a written presentation was handed out to each member present.

Kit reported the recommended three goals are:

Goal 1: To establish the Library as an integral community Resource;

Goal 2: To expand library facilities and services in Osage and Cole counties; and

Goal 3: To increase resources for Missouri River Regional Library to meet future community needs.

Kit advised these goals and the objectives presented were similar to what was presented at the January retreat but still needed some measurements.

After discussion, the board decided the committees would meet again to finalize the objectives, strategies, and develop measurements keeping in mind the target date for completion is August 1.

9. UNFINISHED BUSINESS

Betty Hagehoff gave an update to the St. Mary's Hospital TIF proposal indicating the TIF Commission did approve the St. Mary's Hospital TIF and it will now go before the City.

10. NEW BUSINESS

A. Conflict of Interest Ordinance

The board tabled this item until the July or August meeting.

B. Annual Audit Report

Katrinka Goldberg presented the Independent Auditors' Report for 2016 from Evers and Company to the MRRL Board. She reported the library received a clean audit opinion.

A motion was made by Valerie Weber to approve the 2016 Independent Auditors' Report Audit Report. Marge Kudrna seconded. The motion passed.

C. Board Meeting Times

Stu recommended change the starting time of the MRRL Board Meetings from 7:00 pm to 5:30 pm. After discussion, the board recommended changing the time for the July meeting to 6:00 pm

11. ANNOUNCEMENTS

Claudia reported she will be on vacation from June 26 to July 7.

12. ADJOURNMENT

The meeting was adjourned by Stu Murphy at 8:35 pm. Minutes of the meeting were submitted by Judy Speidel.

APPROVED 7/18/2017