

**MISSOURI RIVER REGIONAL LIBRARY
BOARD MEETING
Annex Conference Room, 209 Adams Street
March 21, 2017
MINUTES OF THE MEETING**

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

1. ROLL CALL OF MEMBERS

Members present: Vicki Ford, Vice-President; Katrinka Goldberg, Treasurer; Adam Veile, Secretary; Marge Kudrna, Member; Kathy Penfold, Member; Debbie Rowles, Member; Kay Kasiske, Member; Ithaca Bryant, Member; and Jeff Briggs, Member. Also present were: Claudia Schoonover, Library Director; Betty Hagenhoff, Assistant Director; Kit Freudenberg, Volunteer Fundraising Consultant; and Brittany Hilderbrand, News Tribune Reporter.

2. NEW BOARD MEMBER

Claudia introduced Ithaca Bryant indicating she currently serves on the ABLE Board as well. Ithaca gave the members a brief bio of herself.

Vicki Ford advised her term ends in March and she has requested the County Commission to reinstate her.

3. PUBLIC COMMENT

There was no public comment.

4. APPROVAL OF MINUTES

Debbie Rowles made a motion to approve the minutes of the February 21, 2017 meeting. Kay Kasiske seconded. The motion passed.

5. LIBRARY SPOTLIGHT – BETTY HAGENHOFF, ASSISTANT DIRECTOR

Betty reported the book sale was a success and was the fourth highest grossing book sale. She reported taking in approximately \$ 54,300 which was \$ 3000 over the 2016 book sale. She also reported it was the smoothest running book sale with tons of help from board members, their spouses, library friends, ABLE volunteers, and staff. She thanked all the board members that assisted. Betty reported Thursday and Friday were the best days of the sale.

Betty reported advertising for the sale would be \$ 6000 and hall rent \$3000 with some other expenses that are quite a bit lower. She reported the expenses and net amount would be split between MRRL and ABLE (except for costs of MRRL staff). She reported that 90% of the funds ABLE receives is from the book sale.

Betty reported there were some complaints the hall was not on a bus line. She reported the sale originally started at the Mall until they ran out of space. She indicated the Knights of Columbus in St Martins was very reasonable in the rent cost compared to other places and had lots of parking. She indicated they also provided food on some days which they were able to make some money as well. Kay Kasiske recommended having a shuttle service from the main library. Although Betty indicated it was something to think about, getting volunteers or staff to man the shuttle could be a problem.

Betty reported approximately 1000 came to the sale and some even came daily. She indicated there were a fair amount of dealers. She reported Gateway Industries in Eldon took approximately 500 boxes and Marty Wilson would be picking up approximately 200 boxes of leftover books. The person who had been taking all the books after the sale was no longer going to be doing that and about 50% of what she did take ended up at Gateway Industries who recycles the books.

Claudia reported World Books is interested in getting the leftover books to resell. They will send boxes, labels, and a regional manager to a location. Betty indicated she will check into this but cautioned that staff may not be available after the book sale to box up the books as the company may want them.

Claudia reported Betty was a HUGE part of the success of the sale along with Don Kliethermes.

6. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

Katrinka Goldberg 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. Kathy Penfold seconded. The motion passed.

7. LIBRARY DIRECTOR'S REPORT – CLAUDIA SCHOONOVER

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

- Claudia reported she and Stu meet with several legislators during Library Advocacy Month in February. They met with Rep. Jay Barnes, Rep. Tom Hurst, Senator Kehoe, Rep. Alferman, and Rep. Travis Fitzwater. Brittany Hilderbrand from the News Tribune wrote an article that made front page news along with a picture showing them speaking with Rep. Tom Hurst. Although some of the numbers in the article were incorrect, News Tribune did run a correction in the paper. Claudia presented the board with statistical information about Missouri Public Libraries and the Secretary of State's budget recommendation versus Governor Greitens' recommendation. There is a \$ 2.9 million difference. Secretary of State Ashcroft is an avid supporter of libraries and the library community is relieved to have a true advocate in this position.

- Claudia also included an article by Gerry Tritz who wrote an editorial dated February 11 about the importance of our library to this community.
- Claudia reported she got a lot of exposure on Advocacy Day with her interview on KWOS, a TV interview on KRCG, speaking at a group of library graduate students at Mizzou, and her picture appearing in the News Tribune.
- Claudia reported interviews were held for Marketing Coordinator and announced that Natalie Newville was hired to fill the position.
- Miss Jubilee Concert was held in February with 50 attending and the Foundation's mini-golf was also held in February.
- Taryn Prewitt is retiring after 30 years of service and was recognized for her service at the Miss Jubilee Concert and a farewell luncheon at the Library. Therefore, the Library will be looking for a graphic artist who can also assist with marketing. Taryn will be joining the Foundation Board this summer.
- Claudia reported a new roof has been put on the Annex building and now waiting to see if the two offices still have leaks. If no more leaks, the library will proceed to have the landlord repair these two offices.

8. COMMITTEE REPORTS

A. Capital Facilities Committee

Marge Kudrna reported the committee will be meeting on April 12.

B. Executive Committee

No Report.

C. Finance Committee

No Report.

D. Foundation

Debbie Rowles reported the Foundation did not meet in March due to the book sale. She reported the mini-golf event made approximately \$ 6,000.00 which was quite a bit more than was made in 2016. She reported Ken Adamson and Kathlene Woodruff did a great job. Thank you notes have been sent to the sponsors. Claudia reported a "thank you ad" to the sponsors was placed in the Jefferson City News Tribune paper. Debbie advised she will get information to Claudia as to who the sponsors were from Osage County in order to do the same in the Osage County Paper.

E. Planning Committee

Kit Freudenberg presented the board members with a list of the committee appointments and objectives for 2017. Kit reported a new committee has been added called Marketing/Communications Committee and the Finance Committee now includes Fund Raising. Kit volunteered her services to any committee. After discussion, the following recommendations were made:

1. Each committee prepare an action plan and identify community members who can help;
2. Asking outside community members to assist the committees. These individuals could be people who have specific skills that can benefit the committee's plans. They also can help on a specific project without actually joining as a committee member;
3. Focusing on finding additional library space and having a solid financial future;
4. How to inform the public of the need for space, funds, and change the misinformation within the community;
5. Rethinking how things can be done a little differently.

Betty advised Committee Chairs that notices of any meetings will need to be posted per Sunshine Law. She advised contacting Judy Speidel to reserve a meeting room and prepare notices. She also advised that everyone take some time out to read their copy of the Missouri Sunshine Law booklet.

9. UNFINISHED BUSINESS

10. NEW BUSINESS

A. Budget Adjustments – Attachment D

Betty reported having a problem with PTO balances therefore the budget adjustments were not available for this meeting. She advised she will present them at the April board meeting. She did advise that there is one more bill for 2016 and the library will not have to dip into reserve funds. She also reported the CPA Auditors will be at the library on April 24.

B. Public Hearing Regarding Proposed St. Mary's Hospital Tax Increment Financing Plan -Attachment E

Claudia reported Betty is serving on the TIF Commission and the board will need to advise Betty how to vote on the TIF for St. Mary's Hospital. After discussion, Betty advised she will attempt to get more information on the TIF and have a telephone conference for a decision by the board. Kathy Penfold recommended Betty find out what the impact will be if this TIF is passed. Betty advised after the TIF Commission decides on the TIF, it will go before the city council. The city council will approve the TIF Commission's decision. The council will need 75% of the votes to override the Commission's decision.

11. ANNOUNCEMENTS

Claudia reported the Storytelling Festival will be on March 30 and March 31. It will be held at 38 schools and there is a Storytelling Festival Concert at the MRRL Library on March 30. Betty reported Beth Horner will be here along with National Recognized Storyteller Bobby Norfolk.

12. ADJOURNMENT

The meeting was adjourned by Vicki Ford at 8: 23 pm. Minutes of the meeting were submitted by Judy Speidel.

APPROVED 4/18/2017