

**MISSOURI RIVER REGIONAL LIBRARY
BOARD MEETING
Annex Conference Room, 209 Adams Street
May 17, 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; Jenny Jacobs, Treasurer (via telephone); Adam Veile, Secretary; Debbie Rowles, Member; Bill Zimmerman, Member; Katrinka Goldberg, Member; Kay Kasiske, Member; Marge Kudrna, Member; and Kathy Penfold, Member. Also present were: Claudia Schoonover, Library Director; Betty Hagenhoff, Assistant Director; Qhyrrae (Kira) Michaelieu, Adult Programming Coordinator; and Tammie Busch, Administrative Practicum Student-University of Missouri-Columbia.

2. PUBLIC COMMENT

Curtis Sullivan addressed the Board regarding a letter he received from Director Claudia Schoonover that banned him from the library for six months. He felt he was not given an opportunity to tell his side of the incidents that occurred prior to receipt of the letter nor was he given an opportunity to confront his accusers.

After Mr. Sullivan left, Claudia read emails from staff regarding incidents that have occurred between him and staff or patrons along with pictures of his art work and poems that he has left for library staff.

After discussion, the MRRL Board of Directors agreed with the Library Director to the 6 month ban and to prepare a letter to Mr. Sullivan advising him of their decision.

Claudia advised she will forward the Patron Code of Conduct to each of the board directors and will include in her monthly board reports any patron that is trespassed.

3. APPROVAL OF MINUTES

Vicki Ford made a motion to approve the April 19, 2016 minutes. Debbie Rowles seconded. The motion passed.

4. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

Jenny Jacobs reviewed the Treasurer's Report with the Board via telephone.

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

5. LIBRARY SPOTLIGHT: QHYRRAE (KIRA) MICHAELIEU – ADULT PROGRAMMING COORDINATOR

Qhyrrae gave a presentation on the library's on-line resources or databases. She advised patrons can access these databases from home (except for Ancestry.com) using their library card and their name

6. LIBRARY DIRECTOR'S REPORT – CLAUDIA SCHOONOVER

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

- Claudia highlighted her trip to the Public Library Association Conference by listing some of the programs she attended.
- Nikki Bateman was awarded her 6th LSTA Technology grant in the amount of \$12,684.00 for new laptops for the mobile lab.
- During National Library Week, the library participated in Food for Fines, free replacement cards, and held a patron appreciation day with a hotdog lunch. In addition, a lunch was held for staff on Library Worker Day. Another Food for Fines event will be held in September.
- Claudia advised Ameren will be appealing the tax assessment issue.
- Summer reading gets underway on May 23 and the Reading Buddies in June.
- Library will be participating in the May Market event.
- Claudia presented the directors with a June program calendar, 2015 annual report, and the June-August children's summer events.

7. COMMITTEE REPORTS

A. Capital Facilities Committee

No Report.

B. Executive Committee

No Report.

C. Finance Committee

No Report.

D. Foundation

Debbie Rowles reported the Foundation met on May 12, 2016, and the highlights of that meeting were:

- The Foundation directors were given typed notes from the Foundation retreat held on May 12, 2016 along with a list of projects the library wished to have done. The directors requested Claudia to provide three items from each category and to prioritize these items.
- Total Foundation assets were \$ 21,170.47. The MRRL Friends assets were \$ 5, 647.02. The total mini-golf revenue was \$ 5,577.50.
- Per discussion at the Foundation retreat, directors were to report back to Kit Kreudenberg by June 6 with names of possible new members from Cole and Osage Counties.
- The Committee gave an update on possibly having a Vintage Library Party fundraiser which may include a dinner for those who have supported the foundation or to be held in conjunction with the Readers Theatre on September 30 and October 1.
- Discussion held on other fundraisers such as a dinner train ride or barge ride. A committee will be looking into those possibilities.
- Foundation members are working on a Board Book with all the minutes of prior meetings. Anita Randolph has put together a Foundation history of accomplishments, activities, finances, and friends groups. This Committee will be meeting at 2:30 pm on May 18 in the Annex Conference Room and the board members are welcome to attend.
- A second motion was made and approved for replacing the book drop at St. Thomas. The directors were not aware at the meeting that the motion had already been made and approved in February.

E. Planning Committee

Stu Murphy reported the Planning Committee did meet at 6:00 pm. The object of the meeting was to write a value statement which was done and reads: We value the public good, free and equal access, inclusiveness, accountability, social responsibility, and literacy in all forms.

The Planning Committee will meet again on June 21 at 5:30 pm. Stu also reported Kit Kreudenberg will be working with the committee on the strategic plan.

8. UNFINISHED BUSINESS

A. Personnel Policy: Transfer, Promotion, Demotion and Temporary Duties

Elizabeth presented the board with a copy of the new policy which reads: Missouri River Regional Library (Library) may authorize the transfer, promotion, demotion and assignment of temporary duties with or without a change in compensation or scheduled hours.

A motion was made by Debbie Rowles to approve the Personnel Policy for transfers, promotions and temporary duties. Bill Zimmerman seconded. The motion passed.

B. Tax Increment Financing (TIF) Update

Betty reported no new paperwork has been received on the TIF. When it is received she will forward it to all board members. She also reported there were no comments from the other subdivisions at this time.

9. NEW BUSINESS

A. Statistical Report

Bill Zimmerman requested the programming statistical report reflect the gender and race of the attendees which he recommended the tally occur by observation only. This can be reported in the statistical report or in the program manager's board reports. Betty advised that staff will work on that. Tammie Busch recommended using the PLA Project Outcome Measure for recording this data initially.

10. ANNOUNCEMENTS

11. ADJOURNMENT

The meeting was adjourned by Stu Murphy at 8:26 pm. Minutes of the meeting were submitted by Judy Speidel.

APPROVED June 21, 2016