

**MISSOURI RIVER REGIONAL LIBRARY
BOARD MEETING
Annex Conference Room, 209 Adams Street
May 16, 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; Adam Veile, Secretary; Marge Kudrna, Member; Kathy Penfold, Member via telephone; Debbie Rowles, Member; Valerie Weber, Member; Ithaca Bryant, Member; and Kaye Bertels, Members. Also present were: Claudia Schoonover, Library Director; Betty Hagenhoff, Assistant Director; Kit Freudenberg, Consultant; Brittany Hilderbrand, News Tribune Reporter; and Rob Kingsbury, F & F Development, LLC.

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF MINUTES

Kathy Penfold reported amending the April 18, 2017 minutes as follows: change “Reconigation” to “Recognition” in the heading of Item 2 of the minutes from the April 18, 2017 meeting.

Valerie Weber made a motion to approve the minutes of the April 28, 2017 meeting, as amended. Marge Kudrna seconded. The motion passed.

4. LIBRARY SPOTLIGHT: NIKKI BATEMAN, INFORMATION TECHNOLOGY/WEBSITE COORDINATOR

Nikki gave a presentation on the new MRRL website as well as the new Event Calendar.

5. ST. MARY’S HOSPITAL TIF PLAN – Rob Kingsbury, F & F Development, LLC

Rob Kingsbury gave information on the company’s proposed plans for the St Mary’s Hospital property. Plan A proposed plan includes leasing space to Lincoln University for their nursing program and Plan B proposed plan includes leasing space to commercial businesses. He also provided a tax history along with projected tax information as a result of the development.

6. TREASURER’S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

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

Adam Veile moved that the Treasurer’s Report and the Monthly Expenditures be accepted as submitted and filed for audit. Debbie Rowles seconded. The motion passed.

Betty indicated she will have a final book sale report at the June Board meeting.

7. LIBRARY DIRECTOR'S REPORT – CLAUDIA SCHOONOVER

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

- Claudia reported April started off with some technical difficulties in the Library's automation system. She presented a newspaper article written by Brittany Hilderbrand which summarized it well.
- The Library's new Marketing Coordinator, Natalie Newville, has been stepping up efforts to promote the Library's programs.
- Natalie, Jessica Wieberg and Nikki Bateman did a great job marketing the Hoopla service with 350 individuals signing up.
- The MRRL Friends group had their annual membership meeting on the 27th with a crowd of about 25. Qhyrrae Michaelieu gave a presentation on the Library's digital resource offerings. The Friends group is assisting in helping with events at the Library.
- Claudia attended several meetings and speaking engagements during the month of April.
- Claudia reported receipt of several complimentary comments from patrons during the month.

8. COMMITTEE REPORTS

A. Ad Hoc Bylaws Committee

Kathy Penfold reported the Committee will be meeting following the MRRL Board meeting to update the current bylaws. Kathy recommended information on the Marketing/Communication Committee objectives be included in the bylaws and she asked for any input from the board as to any other changes that needed to be made with the current bylaws. After discussion, it was recommended to change the language of Section 3.3 to reflect that the Library Director at the discretion of the MRRL Board will contact appropriate appointing body of a vacancy on a board.

B. Capital Facilities Committee

Marge Kudrna reported she attended the Strategic Plan Meeting and as a result the Capital Facilities Committee will be meeting on May 22 to develop goals and objectives for the next five years.

C. Executive Committee

No Report.

D. Finance Committee

Betty reported the Committee will be meeting after the Capital Facilities and Marketing/Communication committee meetings are held.

E. Foundation

Debbie Rowles reported the Foundation did not meet in April due to lack of quorum. Debbie did report the Foundation has a new board director, Rita Esterley. Ken Adamson is still trying to get sponsorship for the purchase of the passenger although Chrysler has turned it down.

F. Marketing/Communications Committee

No Report

G. Planning Committee

Stu Murphy reported the Planning Committee met with a few of the committee chairs and he asked Kit to give an update on where the Committee is at.

Kit reported the chairs were given a template for writing goals and objectives which can be brought together as a group and put into an action plan that is workable.

Stu reported Kit is coordinating all three committees: Capital Facilities, Marketing/Communication and Finance/Fun Raising Committees. He indicated the planning and implementing the strategic plan will include all Board members.

Claudia reminded members of the Sunshine Law that requires 24 hour notice for a meeting and be sure to give Judy Speidel enough notice to get the agendas posted. She also reported Judy works just part time. If members cannot get ahold of Judy then call Betty or Claudia. Judy's hours and days for the summer are 8:30 am to 2:00 pm, Tuesday through Friday.

9. UNFINISHED BUSINESS

Claudia reported that the Library has received a refund check of \$ 1,372.07 that was the result of a miscalculation of the Library's cost share of expenses for the property tax valuation of Ameren's property.

10. NEW BUSINESS

A. Public Hearing Regarding Proposed St. Mary's Hospital Tax Increment Financing Plan Vote

Betty presented the Board with a Summary of the TIF proposal and a discussion was held to vote for or against the proposal.

Adam Veile made a motion to approve the TIF plan. Valerie Weber seconded. The motion passed.

B. Smoke-Free Environment Policy Amendment

Claudia presented an amendment to the Library's Smoke-Free Policy which includes an exception allowing for designated areas for staff. These areas are at the rear of the Annex building and at the bottom of ramp in front of the garage doors of the main library and both areas are outside.

Marge Kudrna made a motion to approve the Smoke-Free Environment Policy Amendment. Debbie Rowles seconded. The motion passed.

11. ANNOUNCEMENTS

12. ADJOURNMENT

The meeting was adjourned by Stu Murphy at 8:19 pm. Minutes of the meeting were submitted by Judy Speidel.

APPROVED 6/20/2017