

**MISSOURI RIVER REGIONAL LIBRARY  
BOARD MEETING  
Annex Conference Room, 209 Adams Street  
October 18, 2016  
MINUTES OF THE MEETING**

*The regular Board of Trustees meeting was called to order at 7:02 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; Adam Veile, Secretary; Debbie Rowles, Member; Katrinka Goldberg, Member; Kay Kasiske, Member; Marge Kudrna, Member; Valerie Weber, Member; and Kathy Penfold, Member. Also present were: Claudia Schoonover, Library Director; Betty Hagenhoff, Assistant Director; Elizabeth Beach, Human Resource Director; and Kit Freudenberg.

**2. PUBLIC COMMENT**

There was no public comment.

**3. APPROVAL OF MINUTES**

Changes to the September minutes were as follows: change “Conversation” to “Conservation” in the last sentence of #7E and change “Neal Latham” to “Neil Loethen” in #8B.

Vicki Ford made a motion to approve the minutes of the September 20, 2016 meeting, as amended. Kay Kasiske seconded. The motion passed.

**4. TREASURER’S REPORT AND APPROVAL OF MONTHLY EXPENDITURES**

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

Valerie Weber 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 DIRECTOR’S REPORT – CLAUDIA SCHOONOVER**

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

- September was full of events such as Community Conversations, Saturday festivals, Readers Theatre Foundation fundraiser, and a cultural concert. In addition 99 individuals attended the Capital READ event.
- The Community Conversations unfortunately were not well attended but have received some excellent feedback from those in attendance.

- The library partnered with Operation Bugle Boy again and local veterans of the Korean War have been signing copies of David Halberstram's book, *Coldest November*. Copies of the books were donated by Samuel's Tuxedos and Candlewood Suites. In addition, there is an Operation Bugle Boy event being held at the library this evening titled "Remembering the Forgotten War-KoreanWar".
- Don Kleithermes has made new shelving in the front lobby of the library.
- Claudia attended a state library funded workshop entitled *Lead the Change: What Great Library Leaders Know and Do*. She found that the library was taking the right approach with the strategic planning, marketing, and partnerships.
- The Community Leaders Community Conversation event will be held Friday, October 21 with a light breakfast being served. Stu Murphy will take the lead and hoping to see many of the board directors in attendance.
- Neil Loethen from Legends Bank in Linn has agreed to fill the vacancy on the Osage County Library Board. Claudia will contact the Osage County Commission to determine if in fact Mr. Loethen has been appointed to the Board as well as she will contact the City of Jefferson to obtain verification of Jeff Briggs appointment to the JC/Cole Library Board.
- The Missouri School of Journalism will be hosting their live broadcast of *Views of the News* here on October 26<sup>th</sup>.
- Claudia explained the restructure of the Library's IT Department which includes. Nikki having responsibility of the website, Brian Bray will be responsible for all training, Bryan Dunlap will be over the computer lab, and Manager Jason Shelvy will focus on network administration.

## 7. COMMITTEE REPORTS

### A. Capital Facilities Committee

Marge reported the new sidewalks in front of the library have been completed and look beautiful.

Betty advised the library's flag has been stolen twice and a locking mechanism has been ordered. She also stated a State Representative and a former board member have offered new flags for the library.

Betty gave an update on issues being completed on the chiller and she reported the basin heater will be done in January. Betty reported the library still owes \$22,000 for the chiller and that will be paid when all the work has been completed.

### B. Executive Committee

No Report.

**C. Finance Committee**

No Report.

**D. Foundation**

Debbie Rowles reported the Foundation met on October 13, 2016, and the highlights of the meeting were:

- President Parks has some health issues as result of a stroke he had recently.
- As October 10 the Foundation's assets were \$ 26,983.41. The Friends of the Library had a balance of \$ 5,922.72.
- Although Readers Theatre did not make as much as the previous year, it was fun and the Friday night event was very well liked. Attendance for Friday night was 55 and attendance for Saturday night was 34. Net amount made as of October 13 was \$1,326.11 with some bills still outstanding. In 2015 the Readers Theatre event netted \$ 1,749.72.
- The Foundation's mini-golf event will be held on February 11 and February 25 will be the back-up date if bad weather on the 11<sup>th</sup>.
- A motion was made to add Ken Adamson of Central Bank as a director. Due to lack of quorum, this motion will be approved via email vote at a later date.
- A motion was also made to accept the revision to Article III, Section 6, Director Tenure which includes the statement: except that any Director who is elected to serve as a Foundation officer may serve until that office term expires. This motion will also need to be approved by email vote.
- Anita Randolph and Arnold Parks will be going off the board on January 1 as their terms have expired per the Foundation bylaws. Reg Turnbull is Vice-President and has volunteered to serve as President next year. This position as well as the treasurer's position will be voted on at a later date.

**E. Planning Committee**

Stu reported the Planning Committee met at 6:00 pm with a discussion on the results of the surveys and the community conversation talks. Claudia reported a lack of attendance at the community conversations but a lot of great ideas were brought up. Seventy-five to eighty percent of the attendees wanted a larger space.

Stu reported the Fall Retreat will be rescheduled for January when the board will have two new board members and the full input from all the trustees. The board trustees will be notified by Doodle as to propose January dates and the trustees will be able to give feedback as to which dates work best for them.

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

**A. Budget**

A motion was made by Valerie Weber to approve the 2017 budget. Marge Kudrna seconded. The motion passed

**B. Appoint Nominating Committee**

After discussion, Chairperson Stu Murphy appointed Adam Veile to serve as chairman of the Nominating Committee. He also appointed Katrinka Goldberg and Kay Kasiske as members of the committee.

**10. ANNOUNCEMENTS**

Valerie Weber recommended the bookmobile partner with The Pantry to provide services to their clients. Claudia advised that this will be one of the topics to be discussed at the January retreat. Due to the poor condition and high mileage of the bookmobile, the library will need a backup plan for the next five years and how to reach a more diverse area of the community.

Betty complimented Elizabeth and Claudia on one of the better staff development days held at the library.

**11. ADJOURNMENT**

The meeting was adjourned by Stu Murphy at 8:05 pm. Minutes of the meeting were submitted by Judy Speidel.

**APPROVED November 15, 2016**