

MISSOURI RIVER REGIONAL LIBRARY

Board Meeting

213 Adams Street, Grimshaw Room

January 17, 2023

MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:05 p.m. by President Stacy Fick.

1. ROLL CALL OF MEMBERS

Members present: President Stacy Fick, Vice President Kaye Bertels, Treasurer John Gulick, Secretary Anne Rottmann, and members: Jeff Briggs, Ithaca Bryant, Rheannon Jahnsen, Kay Kasiske, Peggy Mulvania, Bob Priddy, Anita Randolph and Anne Steele

Members absent: Lisa Klebba and Steve Nelson

Also present: Claudia Young, Library Director; Natalie Newville, Assistant Director of Marketing and Development; Angie Bayne, Assistant Director of Public Services; Diane Clingman, Human Resources Manager; Debra Winter, Business Manager/Accountant; and Robin Coffman, Administrative Assistant

2. PUBLIC COMMENT

None

3. APPROVAL OF MINUTES

Jeff Briggs made a motion, seconded by Ithaca Bryant, to approve the minutes from the December 20, 2022 meeting. Motion passed.

4. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES (ATTACHMENTS A & B)

John Gulick and Debra Winter, Accountant, reviewed the monthly financial report (Attachments A & B) with the Board. John Gulick made a motion, seconded by Kay Kasiske, to approve the Treasurer's Report and Monthly Expenditures. Motion passed.

5. LIBRARY DIRECTOR'S REPORT-CLAUDIA YOUNG (ATTACHMENT C)

Claudia Young, Library Director, introduced two newly-appointed Board trustees from Osage County – Rheannon Jahnsen and Anne Steele. Claudia reported that December had been busy with the library staff operating the Polar Express (Bookmobile) during Jefferson City's annual holiday Living Windows event. It was very popular and well received. Claudia also reported that the Robert Wells' plaque from the rededication ceremony, will be affixed to the building sometime in the future.

Claudia indicated that she attended the bi-annual Missouri Directors conference and presented on the proposed rule concerning library certification requirements for the protection of children from non-age appropriate materials.

Claudia reported that since entering into the contract with Huber & Associates that it has been discovered that the library's IT network and equipment are terribly outdated. Huber & Associates continue their review to identify those areas, software and hardware that need updating. Huber & Associates are working with staff-facing issues, while Megan Mehmert continues to work with patron-facing issues.

Claudia indicated that the conclusion of her term as president of the Missouri Library Association is advantageous as she, library leadership and the Board must have laser focus on the actions and decisions which will need to be made over the next several months leading up to a successful ballot initiative. Claudia reminded the Board that in February, a representative from Columbia Capital will present and discuss needed finances related to the initiative. It will be imperative for Board members and library management to attend upcoming meetings to ensure this outcome.

6. COMMITTEE REPORTS

A. Capital Facilities Committee (Anita Randolph) No Report

B. Executive Committee (Stacy Fick)

Stacy Fick reported that the Executive Committee met earlier in the evening at 5:00 p.m. on January 17, 2023, to discuss Director Claudia Young's performance and compensation. Claudia's contract is extended two more years through 2024, with a salary increase that is consistent with the staff increase approved by the Board in July 2022 for employees who fall in salary grades 10 and above. Board members also discussed the desire for more current and ongoing communications and suggested a regularly scheduled newsletter to keep library staff as well as Board members abreast of actions, events, etc.

C. Finance Committee (John Gulick) No Report

D. Foundation Liaison (Kaye Bertels)

Natalie Newville reported that the Annual Appeal campaign raised approximately \$48,687. The mini-golf dates have been scheduled for both the Osage Branch (February 18) and the main library (February 25).

E. Marketing/Communications Committee (Jeff Briggs) No Report; however, the next meeting is scheduled for February 21, 2023 at 5:00 p.m.

F. Planning Committee (Ithaca Bryant) No Report

G. Bylaws Committee (Stacy Fick) No Report

7. UNFINISHED BUSINESS

A. Capital Campaign Update

Capital Campaign Committee Chair Gabe Hulsey recently met with Central Bank officials and has another meeting scheduled for January 20. The library has been providing additional information as requested in order to strengthen the monetary request. Other potential business contributors will be contacted after a determination is made by Central Bank. More information will be provided at the February meeting.

B. Expansion Planning Update

Claudia reported that representatives of Dake Wells Architecture continue their work on developing schematic designs, with one option potentially without a third floor. The next meeting is scheduled for January 26, 2023.

C. Financial Investment

Jake Hopkins from Central Bank presented to the MRRL Board regarding investment policies and instruments pursuant to Section 110.010 RSMo, which stipulates the types of investments permitted for governmental/ quasi-governmental organizations. Three recommended investment strategies include: U.S. Government Treasuries, U.S. Government Sponsored Enterprises and brokered Certificates of Deposit. The Board would like to ensure the greatest return on investment is being earned. It was acknowledged that consideration should be made related to the type of investment and the length of time until maturity; these are critical in determining the best investment instruments. The Board re-emphasized the authority to make these determinations lie with Director Young and Debra Winter, Business Manager/Accountant.

D. Director Evaluation

See notes under Committee Reports, Executive Committee.

8. NEW BUSINESS

None

9. ADJOURNMENT

The meeting adjourned at 7:15 p.m.

Meeting minutes approved February 21, 2023.