

Missouri River Regional Library
Board Meeting
Lower Level Conference Room B105, 308 East High Street
August 20, 2019
MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:00 p.m. by Kay Kasiske, Vice-President. Diane Clingman, Business Office/HR Coordinator, was present to take the minutes.

1. ROLL CALL OF MEMBERS

Members present: Kay Kasiske, Vice-President; Vicki Ford, Member; Stu Murphy, Member; Debbie Rowles, Member; Valerie Weber, Member; Ithaca Bryant, Member; Kaye Bertels, Member; Anita Randolph, Member; Peggy Mulvania, Member; and Chuck Lahmeyer, Member.

Members absent: Jeff Briggs, President; Ruth Canada, Member; Sabra Paulsmeyer, Member; and Bonnie Baker, Member.

Also present were: Claudia Cook, Director; Betty Hagenhoff, Assistant Director; Natalie Newville, Marketing Manager; and Diane Clingman, Business Office/HR Coordinator.

2. PUBLIC COMMENT

None

3. LIBRARY SPOTLIGHT (Qhyrrae Michaelieu)

Qhyrrae gave highlights regarding the ALA Conference she attended in Washington D.C. in June 2019. Qhyrrae says she learned a lot about censorship, managing implicit bias, and was inspired by Supreme Court Justice Sonia Sotomayor.

4. APPROVAL OF MINUTES

Stu Murphy made a motion to approve the July 16, 2019 minutes with the following correction:

Item E: First paragraph last sentence change from "Theapp" to "The app"

Valerie seconded as amended. The motion passed.

**5. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES
(Attachment A & B)**

Betty Hagenhoff reviewed the Treasurer's Report, Attachments A and B with the Board.

Valerie moved the Treasurer's Report and Monthly Expenditures be approved. Stu seconded. The motion passed.

6. LIBRARY DIRECTOR'S REPORT (Attachment C)- Claudia Cook

Claudia reviewed her board report with the board.(copy attached)

Claudia reported the fundraising letter soliciting additional funds to help purchase shelving, furniture, and technology for the Osage renovation was mailed out to 120 businesses and individuals on July 31st. At this time, we have raised almost \$2000.

Work with John Chrastka (EveryLibrary) has been postponed this summer due to his schedule as well as ours. There will be an August 28th meeting with him that will include our Executive committee and Administrative team.

7. COMMITTEE REPORTS

A. Ad Hoc Bylaws Committee

No Report.

B. Capital Facilities Committee

No Report.

C. Executive Committee

No Report.

D. Finance/Fund Raising Committee

No Report.

E. Foundation

Debbie Rowles reports the Foundation met on August 8th. Claudia has a list of technology needs totaling \$6,000 she would like to request funding for at the September Foundation meeting. Missouri Wine Growers Association will be donating wine for this year's Reader's Theatre.

F. MARKETING/COMMUNICATIONS COMMITTEE

The Marketing/Communications Committee meeting was held on August 14th. Natalie shared the Savannah Community Metrics second quarter report. Household Market Penetration is at 28%. This is the percentage of households in the service area that have at least one active library card. New Cardholder Retention is at 51%. This is the percentage of new cardholders who signed up between 12 and 24 months prior to the end of the quarter, that are still active.

G. PLANNING COMMITTEE

The 2019 Strategic Plan was updated. Radio advertising started and has continued in 2019 with above average results. Most services advertised on the radio reflected increase in usage. Advertising will continue in 2020. MRRL friends attended JCPS Open House in August 2018 to promote the Library and sign up families for library cards. Plans are underway to participate again this August. Book Box, Babies Need Words, and 1,000 Books Before Kindergarten are reading programs implemented in 2019.

8. UNFINISHED BUSINESS

Osage County New Building Update

Betty and Noelle attended a meeting with G&T Construction, and subcontractors on August 8th. Currently G&T is accepting bids from subcontractors for the renovation. Don Kliethermes will be doing some of the cabinetry to assist with keeping costs down.

9. NEW BUSINESS

Conflict of Interest Ordinance (Attachment D)

The Conflict of Interest Ordinance was reviewed. Stu made a motion to approve the ordinance. Ithaca seconded. Motion passed.

Strategic Plan Upgrade(Attachment E)

A review of the attached upgrade was discussed.

Draft Budget 2020 (No Action Required)

10. ANNOUNCEMENTS

Claudia met with Margaret Conroy Library Director of Daniel Boone Regional Library. Margaret stated Daniel Boone will no longer be able to share Hoopla and Overdrive with MRRL patrons as of October 1, 2020. Daniel Boone will be asking Callaway County voters for a 6 cent levy increase to support the operation of the new Callaway County branch in the April 2020 election.

11. ADJOURNMENT

The meeting was adjourned by Kay Kasiske at 7:13 p.m. Minutes of the meeting were submitted by Diane Clingman.

APPAROVED 09/17/2019