

MISSOURI RIVER REGIONAL LIBRARY

Board Meeting

22 Library Lane, Linn, Missouri

October 17, 2023

MINUTES OF THE MEETING

The regular Board of Trustees meeting was called to order at 6:04 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: Ithaca Bryant, Jessica Davis, Kay Kasiske, Becky Layton, Rodney Mulvania, Bob Priddy and Anita Randolph

Member(s) absent: Jeff Briggs, Steve Nelson and Anne Steele

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; Sarah Falter, Osage Branch Manager; and Robin Coffman, Administrative Assistant

2. PUBLIC COMMENT

None

3. LIBRARY STAFF SPOTLIGHT

Sarah Falter, Osage Branch Manager, provided a brief overview of the activities, events and partnerships in which the Osage County Branch has been involved. Sarah indicated that she and staff provide programming for all ages, but the events that focus on the entire family (adults and children), such as crafts, are the best attended events. Sarah reported that she partners with community organizations such as Osage County Fair, local public and parochial schools, MU Extension, the local 4H program, State Technical College of Missouri, etc. Sarah also reported that the Osage Branch's Woodland Art Gallery is used often by community members and organizations. Claudia Young, Library Director, complimented Sarah on the Osage County Branch's success with its programming as well as its community engagement.

4. APPROVAL OF MINUTES

Anne Rottmann made a motion, seconded by Kaye Bertels, to approve the minutes from the September 19, 2023 meeting. Motion carried.

5. TREASURER'S REPORT AND APPROVAL OF MONTHLY EXPENDITURES

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 carried.

6. LIBRARY DIRECTOR'S REPORT

Claudia Young reported that Maintenance Manager Jonathan Hickman is continuing to seek quotes related to critical facility improvements as directed by the Capital Facilities Committee.

Claudia also reported that the library's main facility is, currently, short staffed as there are three (3) staff out on medical leave. She also reported that with the Missouri Library Association's (MLA) conference being held in Columbia this year, several staff have been able to attend, along with showcasing the Bookmobile.

Claudia indicated that the anticipated day shelter for the unhoused/homeless at a nearby church has not panned out. However, First Baptist Church will be operating the Jefferson City Room at the Inn (JCRATI) to assist unhoused individuals or families overnight, but the library will not be able to assist with people checking in for JCRATI. Many in the community recognize the need for a day shelter along with appropriate resources; however, no action has yet been taken by the city and community.

7. COMMITTEE REPORTS

A. Capital Facilities Committee (Anita Randolph)

It was reported that a quote had been received from Stokes Electric regarding the replacement of electrical wiring and panels for the main library. It appears that materials would cost approximately \$21,000 and \$10,000 for labor. It was noted that these improvements will remain constant and not be lost in a larger renovation. Staff are waiting on other quotes for further review.

B. Executive Committee (Stacy Fick) No Report

C. Finance Committee (John Gulick) No Report

D. Foundation Liaison (Kaye Bertels)

Kaye Bertels reported that the Foundation provided \$600 in financial support for costs associated with the MRRL Staff Day. She also reported that the Annual Appeal letter will be mailed in late October/early November; the Foundation hosted a trivia night fundraiser and had 13 teams participate with about \$3,200 generated from the event. Kaye also indicated the Foundation welcomed a new Foundation Director to its board in October.

E. Marketing/Communications Committee (Jeff Briggs)

Natalie Newville reported that the Marketing Committee would be meeting on November 21 at 5:00 p.m. She also reminded the Board that the Foundation's Annual Appeal is coming up along with Giving Tuesday.

F. Planning Committee (Ithaca Bryant) No Report

G. Bylaws Committee (Stacy Fick) No Report

8. UNFINISHED BUSINESS

A. Planning for the Future

Claudia reported that the News Tribune editorial board published an opinion piece on October 15, 2023, that provided fair and accurate information regarding the

library's unsuccessful tax levy election including identified barriers to a successful ballot; outstanding critical improvements necessary to maintain the operations of the facility; and scheduled listening sessions being held to better understand what the community would support concerning repairs, updates and possible future expansion. The dates of the listening sessions are October 10, 18 and 30 at varying times.

Claudia indicated the library's administrative team met again with the bond counsel and financial adviser regarding options about financing if the Board determines to go the direction of seeking another tax levy increase at some future date.

B. 2024 Budget

Bob Priddy made a motion, seconded by Ithaca Bryant, to approve the 2024 budget, as presented. Motion carried.

9. NEW BUSINESS

A. Nominating Committee for 2024 Officers

President Fick appointed Board members Kaye Bertels, Anne Rottmann and herself to the Nominating Committee. It was discussed that all current Board officers have served in their positions for two full years. According to the MRRL bylaws, these individuals cannot serve in the same capacity in 2024. The committee is to present a slate of nominations to the entire MRRL Board at its next meeting.

10. ADJOURNMENT

The meeting adjourned at 7:31 p.m.

Meeting minutes approved November 21, 2023.