

**The Riverside Regional Library
Board of Trustees Meeting
February 25, 2016**

The Riverside Regional Library Board of Trustees conducted a meeting Thursday, February 25, 2016 at Riverside Regional Library, Jackson Library, 1997 E. Jackson Blvd., Jackson, Missouri.

Call to Order

The meeting was called to order by Vice President Randal Friend at 7:05 p.m.

Roll Call

Members present were: Myrna Cheek, June Ernst, Randal Friend, Tom Gross, Mary Kiefer, Kathy Lynn, Martha Mangels, Dennis Martin, Susan Phillips, Janet Randolph and Emily Steffens. Members absent: Steve Burk, JoAnn Hahs, Kathy Panagos and Gary Ziegler. Also present were Director Jeff Trinkle and Recording Secretary Roberta Brown.

Open Forum for Visitors

Visitors present: Jackson Circulation Supervisor, Barbara Arnzen.

Dr. Mary Elizabeth Ambery, PhD. *Born to Read* Program Director, The Honor Society of Phi Kappa Phi-Chapter #260. Dr. Ambery presented letters of thanks to the library and members of the library board our service for helping sustain the *Born to Read* Program in cooperation with Southeast Missouri State University to provide over 900 copies of *Baby's First Book*, as a gift to babies born at Southeast Missouri Hospital and St. Francis Medical Center this year.

Approval of Minutes

A motion was made by Janet Randolph, seconded by Susan Phillips and approved unanimously to accept the January 2016 minutes.

A motion was made by Tom Gross, seconded by Susan Phillips and approved unanimously to accept the January and February 2016 Allowance of Bills and Financial Reports.

B. Information Items

1. Correspondence.

- Newspaper article in the *Perry County Republic Monitor* newspaper featuring a program at Perryville branch library: D.A.R.T. (Dog Assisted Reading Therapy)

This program is designed to improve a child's reading and communication skills by employing a powerful method: reading to a dog. D.A.R.T. dogs are certified therapy animals who volunteer with their owner/handlers as a team, going to schools, and to your local libraries. Dogs can be great listeners and their presence creates an inviting and motivating environment: relaxed, comfortable, safe, nonjudgmental, empowering, and FUN! They are taking names for open for reading slots. This also appeared on KFVS television news.

- Letter from the Missouri State Library request audited 2015 Financial Report.
- Jason Kander Office of the Secretary of State Library Development: Letter from Shay Younger concerning her grant monitoring visit on January 28.
- Thank you card from Glenda Kenkel who recently retired as Scott City Library Branch Manager for the engraved clock and well wishes.

2. Librarian's Report (Written report)

- LSTA Grant monitoring visit by Shay Younger and her assistant Becky Wilson on January 28, 2016 concerning the 2015 Reading to Read grant. This visit is conducted by the Missouri State Library and is standard operating procedure. The final review stated that library staff is to be commended for the excellent services made available through this project. Agreements, financial records, correspondence and documentation are in good order. The library has sound business practices in place. Children were involved and enthused during Storytime. Books, educational toys and Hatch Computer System purchased through the grant helped improve children's early literacy skills.
- LSTA federal funds from the Institute of Museum and Library Services grant awarded: Technology Mini Grant (\$13,193) - Mobile Laptop Training Lab. These funds are filtered through the Missouri State Library in the Missouri Secretary of State's Office. Randal Friend expressed appreciation on behalf of the board to Library Director Jeff Trinkle, Children's Librarian Lynn Farrow and Office Manager/Bookkeeper Roberta Brown for application and implementation of these grants.
- FYE 2015 Equalization Funds report has been submitted the Missouri State Library.
- New Scott City Branch Manager is Joyce Luten. She was the Branch Manager at Benton.
- New Benton Branch Manager is Tammy Whitney.

3. Committee Reports - None

4. Unfinished Business

- The new Jackson Community Center is open. Jeff spoke with Shane Anderson, Director of Parks and Recreation concerning ideas of how Riverside Regional Library can have a presence in the new center.

5. New Business

- The 2015 Financial Statement Compilation was mailed to all board members prior to the meeting. It was noted that Tax Revenue Income received was much higher than what was anticipated in our budget. The income increase was largely due to Missouri Public Library State Aid for Fiscal Year 2015 withholdings that were not budgeted but later released. After discussion, a motion was made by Martha Mangels, seconded by Susan Phillips and approved unanimously to accept the 2015 Financial Statement Compilation. Board Vice President Randal Friend stated on behalf of the board that they are pleased to see we came in under budget and added that grant revenue received was also beneficial and much appreciated.
- The 2015 Annual Report was distributed. After statistical review and discussion, a motion was made by Mary Kiefer, seconded by Susan Phillips and approved unanimously to accept the 2015 Annual Report with noted revisions. Jeff will contact each County Commission and request such to be placed on their agendas and set meeting times to present the Annual Report.
- Jeff distributed articles from the *Ste. Genevieve Herald* newspaper. The Ste. Genevieve County Library District Board wishes to terminate the 1960 contract with the four-county system of Ozark Regional Library which serves Ste. Genevieve, Crawford, Iron and Madison Counties.
- Jeff requested that unrestricted funds be allocated for unbudgeted library improvements. Floors were waxed at all branches (except Perryville which falls under the Perry Park Center). Tom Gross made a motion, seconded by Martha Mangels and approved unanimously that funds be used from each county's unrestricted accounts in accordance with amounts spent for the floors.
- Janet Randolph noted that the library's neon sign near Jackson Boulevard is not lit and should be.

C. Executive Session - None

D. Board Orientation and Training - None

E. Adjournment

Emily Steffens made the motion, seconded by Susan Phillips to adjourn the meeting at 8:54 p.m.

Since the regular meeting date falls on Thursday of Holy Week, the next board meeting will be held on Tuesday, March 22, 2016 at Jackson.

Respectfully submitted,

Roberta Brown
Recording Secretary

Approved by the Riverside Regional Library Board of Trustees

Date: _____

Presiding Officer: _____