The Riverside Regional Library
Board of Trustees Meeting
May 26, 2016

The Riverside Regional Library Board of Trustees conducted a meeting Thursday, May 26, 2016 at Riverside Regional Library, Jackson Library, 1997 E. Jackson Blvd., Jackson, Missouri.

Call to Order

The meeting was called to order by President Steve Burk at 7:04 p.m.

Roll Call

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

Open Forum for Visitors

Visitors present: Jackson Circulation Supervisor, Barbara Arnzen.

Perryville City Administrator, Brent Buerck appeared before the board and presented copies of the proposed lease with the City of Perryville for the Perryville branch library which is located in the Perry Park Center.

A. Action Items

Approval of Minutes

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

A motion was made by Kathy Panagos, seconded by Randal Friend and approved unanimously to accept the May 2016 Allowance of Bills and Financial Reports.

B. Information Items

1. Correspondence.

- Newspaper article in the *Perry County Republic Monitor* newspaper May 10, 2016 featuring the Adult Coloring Program at Perryville branch library.

- Newspaper articles in Jackson's *Cash-Book Journal* newspaper:
    - Mad Science of St. Louis program advertisement
    - Jason Kander awards Racing to Read Grant to Riverside Regional Library
- Thank you card from Rollene Storms – teacher at the Cape Girardeau Adult Learning Center.
- Card in appreciation of our expressions of sympathy received from RRL Board member Susan Phillips.

2. Librarian's Report (Written report)

- State Aid payments 3&4 were received as well as the Athletes & Entertainers Tax payments 3&4.
- Sharon Austill, a new part-time clerk, was hired at Jackson.
- A part-time assistant to the Children's Librarian has been hired. Addie Raines will work May 31 through July 14. This is funded as part of the Missouri State Library's Summer Reading program grant.
- New substitute clerks, Stacy Wells and Anna King, were hired to be used at both Benton and Oran.
- Racing to Read Grant for 2016-2017 has been awarded in the amount of $8,377. These are LSTA federal funds from the Institute of Museum and Library Services, filter through the Missouri State Library and the Missouri Secretary of State's Office.
- Missouri State Library has announced a new statewide resource, TumbleBookLibrary Deluxe. This online subscription provides access, in the library or remotely, to a collection of 550 animated, talking picture books for children preschool through grade 3. Provided with LSTA funding.
- Library Director, Jeff Trinkle attended the April 28 Legislative Update webinar. Much of the discussion focused on State Aid and REAL Program funding.
- Financial Disclosure Statements for Political Subdivisions have been completed by Library Director, Jeff Trinkle and Business Office Manager, Roberta Brown. (required by Section 105.483, RSMo)
- The Southeast Missouri Food Bank and USDA Food Service Program that the library's summer reading program partnered with last year at some of our Scott County libraries has been discontinued. Jeff will check on attendance numbers and cost to see if this is something the library can take on.
- Audio Visual Department Supervisor, Linda Chapman will be retiring effective June 1, 2016. There are no plans to fill that position.

3. Committee Reports

- **Long Range Planning** will meet prior to the June board meeting at 6:00 p.m. on Thursday, June 23.

4. Unfinished Business

- The Jackson landlord is still getting bids for the library's neon sign near Jackson Boulevard.

5. New Business

- Perryville Branch lease renewal – Susan Phillips made a motion, seconded by Martha Mangels and approved unanimously to accept the revised lease which extends through December 31, 2021.

- After discussion, Tom Gross made a motion, seconded by Randal Friend and approved unanimously to change the hours of operation at Altenburg from 11 a.m. – 6 p.m. to noon to 6 p.m. on Wednesdays and from 8 a.m. – 11 a.m. to 8 a.m. – noon on Saturdays.

- A motions were made by each county to reimburse the library's operating account for networking of photocopiers for system wide e-mail and fax capability:
    - Cape Girardeau County – Motion by Martha Mangels, seconded by Kathy Panagos and approved unanimously for the amount of $570.75.
    - Scott County – Motion by Randal Friend, seconded by Myrna Cheek and approved unanimously for the amount of $485.30.
    - Perry County – Motion by Emily Steffens, seconded by Susan Phillips and approved unanimously for the amount of $609.50.

C. Executive Session

A motion was made by Kathy Lynn, seconded by JoAnn Hahs, and approved unanimously to go into Executive Session. Roll call was taken to go in to executive session at 8:07 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Kathy Lynn, yes; Martha Mangels, yes; Kathy Panagos, yes; Susan Phillips, yes; Janet Randolph, yes; Emily Steffens, yes; and Gary Ziegler, yes.

A motion was made by Susan Phillips seconded by Emily Steffens, and approved unanimously to go out of Executive Session at 8:27 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Kathy Lynn, yes; Martha Mangels, yes; Kathy Panagos, yes; Susan Phillips, yes; Janet Randolph, yes; Emily Steffens, yes; and Gary Ziegler, yes.

D. Board Orientation and Training - None

E. Adjournment

- President Steve Burk noted terms for the following members will end June 30, 2016: Tom Gross, JoAnn Hahs, Myrna Cheek, Kathy Lynn, and Dennis Martin.

Emily Steffens made the motion, seconded by Susan Phillips to adjourn the meeting at 8:30 p.m.

The next board meeting will be held on Thursday, June 23, 2016 at Altenburg. **The Long Range Planning Committee** will meet at prior to the June board meeting at 6:00 p.m. Those committee members are: Martha Mangels, Myrna Cheek, Susan Phillips along with Randal Friend, Steve Burk and Mary Kiefer.

Roberta noted that the library van will leave Jackson around 5:00 p.m. for those interested in carpooling.

Respectfully submitted,

Roberta Brown
Recording Secretary

Approved by the Riverside Regional Library Board of Trustees

Date:_____

Presiding Officer:_____