

**The Riverside Regional Library
Board of Trustees Meeting
May 25, 2017**

The Riverside Regional Library Board of Trustees conducted a meeting Thursday, May 25, 2017 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 7:03 p.m.

Roll Call

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

Open Forum for Visitors – none present

Visitors present: none

A. Action Items

Approval of Minutes

A motion was made by Dennis Martin, seconded by Randal Friend and approved unanimously to accept the April 2017 minutes with the following correction:

Roll Call for April 27, 2017

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

A motion was made by Randal Friend, seconded by Kathy Panagos and approved unanimously to accept the May 2017 Allowance of Bills and Financial Reports.

B. Information Items

1. Correspondence

- Letter from the Joint Utilities Board for the Cities of Altenburg & Frohna, Missouri Gas Department regarding a new regulation involving an Excess Flow Valve.

2. Librarian's Report (Written report)

- Library Director, Jeff Trinkle demonstrated Mobile Beacon 4G LTE Mobile Broadband Hotspots. These will be available for checkout at Jackson after the first of June. Mobile Hotspots will be added to other branch libraries when they again become available after the first of July.
- Notice received that LSTA Grant funds have been released for the current term.
- U.S. Census Bureau report for the 2017 Census of Governments, Survey of Public Employment & Payroll has been submitted by Office Manager, Roberta Brown.
- Missouri Commission of Human Rights – Helping increase awareness of Fair Housing in the Promise Zone and Bootheel.
- Friends of the Library @ Jackson spring book sale was held May 11, 12 & 13 and was a huge success. We appreciate their efforts!
- Personnel: Resignations received: Rex Riepe and Evelyn Nussbaum, both Part-time clerks at Jackson. A Part-time assistant to the Children's Librarian was hired for Summer Reading.

3. Committee Reports – none.

4. Unfinished Business

- Lunches for the Summer Lunch Program will be delivered on Friday, May 26.
- A letter was received from H.W. Meyr Accounting regarding the library's use of Unrestricted Funds and how it is reflected on the yearly budget report.
- Jeff distributed Solar Eclipse Glasses that have been purchased in preparation for the upcoming solar eclipse on August 21, 2017. He asked that payment be made using funds from the Unrestricted Accounts. A motion was made by Tom Gross, seconded by Martha Mangels and approved unanimously to pay for the Solar Eclipse Glasses with payment as follows: 50% coming from Cape Girardeau County and 25% each from Perry County and Scott County's unrestricted accounts.
- Painting began today on Jackson's Library Mural Project.
- June Ernst met with Dr. Mary Elizabeth Ambery, PhD. *Born to Read* Program Director, to include the Perry County Hospital in this program as well.
- Randal Friend met with Jonathan at Montgomery Bank regarding the loan on the Benton building in Scott County which is up for renewal and will require a new appraisal.

5. New Business

- **Meeting Dates at Branches**
 - Perryville – Thursday, June 22
 - Scott City – Thursday, August 24
- **Long Range Planning** will meet prior to the June board meeting at 6:30 p.m.
- Jeff is compiling and updating the electronic inventory list for W.E. Walker Lakenan Insurance Company.

C. Executive Session

A motion was made by Dennis Martin, seconded by June Ernst, and approved unanimously to go into Executive Session. Roll call was taken to go in to executive session at 8:12 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; June Ernst, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Carrie Massie, yes; Martha Mangels yes; Dennis Martin, yes; Kathy Panagos, yes; Emily Steffens, yes; and Gary Ziegler, yes.

A motion was made by Dennis Martin, seconded by June Ernst, and approved unanimously to go out of Executive Session. Roll call was taken to go in to executive session at 8:24 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; June Ernst, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Carrie Massie, yes; Martha Mangels yes; Dennis Martin, yes; Kathy Panagos, yes; Emily Steffens, yes; and Gary Ziegler, yes.

D. Board Orientation and Training - None

E. Adjournment

Emily Steffens made the motion, seconded by June Ernst to adjourn the meeting at 8:39 p.m.

The next board meeting will be held on Thursday, June 22, 2017 at Perryville. **The Long Range Planning Committee** will meet at prior to the June board meeting at 6:30 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 5:30 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: _____