

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

The Riverside Regional Library Board of Trustees conducted a meeting Thursday, August 25, 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 7:06 p.m.

Roll Call

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

Public Hearing – Tax Rate

Mary Kiefer made a motion to accept the proposed tax rates with a second by Tom Gross. The Board approved unanimously the new tax rates set by the State Auditor. They are:

Cape County \$0.0729
Scott County \$0.0970
Perry County \$0.0912

It was noted that there have been no tax increases in 61 years.

Open Forum for Visitors

Visitors present: Jackson Circulation Supervisor, Barbara Arnzen.

A. Action Items

A motion was made by Tom Gross, seconded by Martha Mangels and approved unanimously to accept the July 28, 2016 minutes.

A motion was made by Martha Mangels, seconded by Kathy Panagos and approved unanimously to accept the August 2016 Allowance of Bills and Financial Reports.

B. Information Items

1. Correspondence

- Article from Jackson's *Cash-Book Journal* newspaper, Jackson library storytime with University of Missouri Extension's "Try New Foods".
- Card in appreciation of our expressions of sympathy received from Jackson staff member Barbara Arnzen. Her mother died recently.
- Articles about Tai Chi programs at Perryville library from the Perry County newspaper, *Republic-Monitor*.

2. Librarian's Report

- September is Library Card Sign-Up Month.
- Director Jeff Trinkle shared Subscription Database Usage Statistics for July 2015 – July 2016 noting that the overall cost per use has decreased.
- On Saturday, August 6, Director Jeff Trinkle participated in the telescope "build" program at the Grants View Branch of St. Louis County Library.
- Jeff briefly demonstrated one of the telescopes.

3. Committee Reports

Long-Range Planning Committee met prior to the August board meeting at 6:00 p.m. Susan Phillips reported that they are making progress on the 5-Year Plan (2017-2022) and plan to meet again after the first of the year.

4. Unfinished Business

Sikeston Agreement – After discussion a motion was made by Janet Randolph and seconded by Tom Gross to renew the current agreement for one year, ending August 31, 2017, at the same rate of \$15,000 per year. The motion passed by a majority with one NO vote.

5. New Business

- **Mid-year audit** – Dennis Martin made a motion with a second by Susan Phillips that the 2016 mid-year audit be approved. The motion passed unanimously.
- Director Jeff Trinkle presented three proposals to distribute 2015 excess revenues to unrestricted accounts. After discussion, Susan Phillips made a motion, seconded by Mary Kiefer and approved unanimously to accept Proposal #2.
- Board President Steve Burk announced committee assignments.
 - **Long-Range Planning**—Myrna Cheek, Susan Phillips, Martha Mangels.
 - **Personnel**—June Ernst, Kathy Panagos, Janet Randolph.
 - **Policy & Bylaws**—Tom Gross, Carrie Massey, Emily Steffens.
 - **Budget & Finance**—JoAnn Hahs, Dennis Martin, Gary Ziegler.

- The Director's Evaluation forms were distributed and need to be completed and turned in to Personnel Committee member, June Ernst by September 12.

C. Executive Session

A motion was made by Martha Mangels seconded by Mary Kiefer, 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; Tom Gross, yes; Mary Kiefer, yes; Martha Mangels, yes; Dennis Martin, yes; Carrie Massey, yes; Kathy Panagos, yes; Susan Phillips, yes; and Janet Randolph, yes.

A motion was made by Dennis Martin seconded by Susan Phillips, and approved unanimously to go out of Executive Session at 8:23 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; Tom Gross, yes; Mary Kiefer, yes; Martha Mangels, yes; Dennis Martin, yes; Carrie Massey, yes; Kathy Panagos, yes; Susan Phillips, yes; and Janet Randolph, yes.

D. Board Orientation and Training - None

E. Adjournment

Martha Mangels made the motion, seconded by Susan Phillips to adjourn the meeting at 8:28 p.m.

The next regular board meeting will be held at Jackson on Thursday, September 22, 2016 at 7:00 p.m.

The Personnel Committee will meet prior to the September board meeting at 6:00 p.m. Those committee members are: June Ernst, Kathy Panagos, and Janet Randolph along with Steve Burk Randal Friend, and Mary Kiefer.

Respectfully submitted,

Roberta Brown
Recording Secretary

Approved by the Riverside Regional Library Board of Trustees
Date: _____
Presiding Officer: _____