

**The Riverside Regional Library
Board of Trustees Meeting
October 27, 2016**

The Riverside Regional Library Board of Trustees conducted a meeting Thursday, October 27, 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 7:00 p.m.

Roll Call

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

Open Forum for Visitors

Visitors present: Jackson patrons Barbara and Jim Morgan along with Jackson Circulation Supervisor, Barbara Arnzen.

A. Action Items

A motion was made by Dennis Martin, seconded by Randal Friend and approved unanimously to accept the September 22, 2016 minutes as well as the minutes from the special meeting held October 6, 2016.

A motion was made by Randal Friend, seconded by Janet Randolph and approved unanimously to accept the October 2016 Allowance of Bills and Financial Reports.

B. Information Items

1. Correspondence

- Article from Jackson's *The Cash-Book Journal* newspaper about Jackson's telescope "Star Party".
- Thank you for expression of sympathy from Scott City Branch Manager, Joyce Lutten.

2. Librarian's Report

- Missouri Evergreen Integrated Library System (ILS) Consortium is something Library Director Jeff Trinkle is looking into. The cost is around \$7,000 per year compared to \$14,000 per year from our current vendor, The Library Corporation.
- Jackson hosted a telescope "Star Party" on Wednesday, October 5 from 7-8:30 p.m.
- All staff performance evaluations have been completed.
- Altenburg Branch Manager Kathy Schlimpert has announced that she plans to retire effective February 1, 2017,

3. Committee Reports

Budget and Finance Committee – Dennis Martin reported that they met on October 20 and again prior to the board meeting.

4. Unfinished Business

Quotes for security systems at all branches were received from three companies. A motion was made by Dennis Martin, seconded by Gary Ziegler and approved unanimously to accept the quote from HR Alarms.

The current telephone system at Jackson does not support caller ID. So far only one quote has been received for an updated telephone system for all branches.

5. New Business

- Copies of the proposed 2017 budget were distributed and discussed. Absentee board members will receive mailed copies prior to the next board meeting.
- Use of Unrestricted Funds:
 - A motion was made by JoAnn Hahs, seconded by Kathy Panagos and approved unanimously to pay for painting of the bathrooms at Jackson from Cape Girardeau County Unrestricted funds in the amount of \$404.50.
 - The Jackson Community Outreach Board will have their Holiday Extravaganza in Jackson City Park. The cost is \$150 to sponsor a lighted tree. After discussion, the board agreed to continue with its traditional display as in years past at no cost.
 - Myrna Cheek made the motion, seconded by Janet Randolph and approved unanimously to reimburse \$800.00 in legal fees to Roberta Brown from each county's unrestricted account. (Cape Girardeau County, \$400; Perry County, \$200; Scott County, \$200)

6. New Business

- Benton, Jackson, Oran and Scott City branch libraries are looking to update some of their furniture and will meet with Scheffer's Office Furniture to determine need and get price estimates.

- Jeff is working on a library brochure for High School Online Resources.

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 8:28 p.m. to discuss personnel and employment matters. The vote was: Steve Burk, yes; Myrna Cheek, yes; June Ernst, yes; Randal Friend, yes; JoAnn Hahs, yes; Dennis Martin, yes; Kathy Panagos, yes; Janet Randolph, yes; Emily Steffens, yes; and Gary Ziegler, yes.

A motion was made by June Ernst seconded by JoAnn Hahs, and approved unanimously to go out of Executive Session at 8:25 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; June Ernst, yes; Randal Friend, yes; JoAnn Hahs, yes; Dennis Martin, yes; Kathy Panagos, yes; Janet Randolph, yes; Emily Steffens, yes; and Gary Ziegler, yes.

D. Board Orientation and Training - None

E. Adjournment

Myrna Cheek made the motion, seconded by Janet Randolph to adjourn the meeting at 9:00 p.m.

Due to Thanksgiving and Christmas holidays, the next board meeting will be held at Jackson on Thursday, December 1, 2016 at 7:00 p.m.

Respectfully submitted,

Roberta Brown
Recording Secretary

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