

**The Riverside Regional Library
Board of Trustees Meeting
November 30, 2017**

The Riverside Regional Library Board of Trustees conducted a meeting Thursday, November 30, 2017 at Riverside Regional Library, Jackson Library, 1997 E. Jackson Blvd., Jackson, Missouri.

Call to Order

The meeting was called to order by Vice President Kathy Panagos at 7:01 p.m.

Roll Call

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

Open Forum for Visitors

Jackson Part-Time Clerk, Barbara Arnzen.

Local artist Tom Randolph presented his original painting of an orangutan (Bongo). It reads, "I think I'll go hang out at the library". Mr. Randolph was inspired by the new mural at Jackson and wanted to do something nice for the library. The painting will be displayed in the children's area at Jackson.

Perryville Assistant Branch Manager, Alinda Smithey thanked the library for allowing her to attend the recent Missouri Library Association meeting in St. Louis. She shared information from various seminars she attended:

- Performer showcase – 10 minute skits
- Connecting even more with community to promote the library (Review, Discover & Meet)
- Millennials (defined as ages 18–34 in 2015)
- Serving our youth
- Virtual Reality – presented by MOREnet
- Google expeditions

A. Action Items

Approval of Minutes

A motion was made by Dennis Martin, seconded by Randal Friend and approved unanimously to accept the October 2017 minutes.

A motion was made by Martha Mangels, seconded by Susan Phillips, and approved unanimously to accept the November 2017 Allowance of Bills and Financial Report.

B. Information Items

1. Correspondence - None

2. Librarian's Report (Written report)

- State Aid payments 1&2 were received for FY 2018: Cape Girardeau County \$7,633.78; Perry County \$3,609.24; Scott County \$4,239.34.
- State Aid Equalization payment for Scott County \$1,723.25.
- Athletes & Entertainers Tax payments 1&2 were received for FY 2018 - \$4,009.21.
- The Fiscal Year 2016 Missouri Public Library Survey has been submitted.
- The Missouri Ethics Commission (MEC) Annual Personal Financial Disclosure Statement receipt has been confirmed.
- E-Verify – the library has filed our Annual Affidavit of Work Authorization Annual Renewal Document.
- The money awarded by TG USA in Perryville was \$1,000.

3. Committee Reports – None.

4. Unfinished Business

- The new drop box at Jackson was delivered but arrived damaged and was returned.
- Jeff showed a photo of the new Perryville Branch Library sign (Riverside Regional Library) which was installed on the library's exterior of the Perry Park Center. This was paid using \$800.00 from a recent TG Missouri donation and the remaining \$800.00 from Perry County Unrestricted funds.

5. New Business

- Harold Meyer Accounting Services, PC sent their annual letter of understanding to be signed.
- **English as a Second Language (ESL) Class at Jackson Main Branch** - Steve Burk met with Jackson High School Spanish teachers to see if they would be interested in getting a class started. A motion was made by Tom Gross, seconded by

Martha Mangels and approved unanimously to use funds Cape Girardeau County Unrestricted account.

6. Old Business

7.

- **Benton Outside Lighting** – An electrician has been contacted. We are looking into getting new fixtures with LED bulbs. The estimate should include supplies and labor and may also qualify for an Ameren UE rebate. A motion was made by Randal Friend, seconded by Myrna Cheek and approved unanimously to use funds from the Scott County Unrestricted account.
- **MISSOURI EVERGREEN** agreement / memorandum of understanding was officially sent and received. The current vendor, The Library Corporation (TLC) will be contacted at a future date.

C. Executive Session

A motion was made by Steve Burk seconded by Randal Friend, and approved unanimously to go into Executive Session. Roll call was taken to go in to executive session at 7:53 p.m. The vote was: Jill Barber, yes; Steve Burk, yes; Myrna Cheek, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Martha Mangels, yes; Dennis Martin, yes; Carrie Massey, yes; Kathy Panagos, yes; and Susan Phillips, yes.

A motion was made by Steve Burk seconded by Randal Friend, and approved unanimously to go out of Executive Session at 8:15 p.m. The vote was: Jill Barber, yes; Steve Burk, yes; Myrna Cheek, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Martha Mangels, yes; Dennis Martin, yes; Carrie Massey, yes; Kathy Panagos, yes; and Susan Phillips, yes.

D. Board Orientation and Training - None

E. Adjournment

The January board meeting and holiday dinner party is scheduled for Saturday, January 20, 2018 at the Plaza by Ray's in Cape Girardeau. Casual dress. Doors open at 6:00 p.m. Dinner starts at 6:30 p.m.

Susan Phillips made a motion, seconded by Myrna Cheek to adjourn the meeting at 8:19 p.m.

Respectfully submitted,

Roberta Brown
Recording Secretary

Approved by the Riverside Regional Library Board of Trustees

Date: _____

Presiding Officer: _____