

**The Riverside Regional Library
Board of Trustees Meeting
February 27, 2020**

The Riverside Regional Library Board of Trustees conducted a meeting Thursday, February 27, 2020 at Riverside Regional Library, Jackson Library, 1997 E. Jackson Blvd., Jackson, Missouri.

Call to Order

The meeting was called to order by Treasurer Randal Friend at 7:00 p.m.

Open Forum for Visitors – Brandon Pylate with Montgomery Bank.

- A motion was made by Tom Gross, seconded by, Steve Burk and approved unanimously to go into Executive Session. Roll call was taken to go in to executive session at 7:01 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Martha Mangels, yes; Dennis Martin, yes; Kathy Panagos, yes; Jackie Pender, yes; Susan Phillips, yes; and Gary Ziegler, yes.
- A motion was made by Steve Burk, seconded by, Susan Phillips and approved unanimously to go out of Executive Session at 7:18 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Martha Mangels, yes; Dennis Martin, yes; Kathy Panagos, yes; Jackie Pender, yes; Susan Phillips, yes; and Gary Ziegler, yes.

Roll Call

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

A. Action Items

Approval of Minutes

A motion was made by Tom Gross, seconded by Susan Phillips, and approved unanimously to accept the January 2020 minutes.

A motion was made by Susan Phillips, seconded by, Martha Mangels, and approved unanimously to accept the January/February 2020 Allowance of Bills and Financial Reports.

B. Information Items

1. Correspondence– None.

2. Librarian's Report (Written report)

- The library's 2020 Technology Mini Grant has been approved for the requested amount of \$17,748. The library's matching funds come to \$6,334 for a total cost of \$24,082 for the project. This project seeks to upgrade all 28 library staff and public workstation computers from Windows 7 / Windows 8.1 Professional to Windows 10 Pro. In replacing this equipment, we will be addressing Section D, Goal 1, and Objective 2 of our current technology plan. These are LSTA federal funds from the Institute of Museum and Library Services, filtered through the Missouri State Library in the Missouri Secretary of State's Office.
- A summary was shared showing the \$3,088.87 in Equalization funds received in FY 2019 and how those funds significantly improved services we were able to provide to our patrons in Scott County.
- The library is participating in the Dark Sky Citizen Science Program. It allows patrons to contribute data that will help scientists better understand the impact of artificial light on our night sky and life on earth. Partners of the project include Arizona State University's School of Future Innovation in Society, the National Science Foundation, NASA Space Science Education Consortium, and Globe at Night.
- Missouri Ethics Commission Personal Financial Disclosures have been filed by Library Director, Jeff Trinkle and Office Manager, Roberta Brown.
- MOREnet FCC form 479 has been filed. All MOREnet members that have an internet connection through them file this form in order to secure a discounted rate (eRate) for that connection.

3. Committee Reports– None.

4. Unfinished Business

- A coffee house wishing to locate in Jackson building parking lost was discussed. Another coffee house, national franchise Scooters, has indicated interested as well. This would not conflict with the parking lot agreement with Wings, Etc. and Jim Maevers.

5. New Business

- The 2019 Financial Statement Compilation was distributed and reviewed. A motion was made by Dennis Martin, seconded by Susan Phillips, and approved unanimously to table approval until the March 2020 meeting.
- The 65th Annual Report 2019 was distributed and reviewed. A motion was made by Steve Burk, seconded by Susan Phillips, and approved unanimously to table approval until the March 2020 meeting.
- Susan Phillips presented some suggestions: staff nametags, dividers at tables to separate tutors and other patrons, and a snow closing policy. There was also a question about where we are

with getting hot water at Altenburg. Jeff said he had talked with the Altenburg landlord some time ago and will check into the matter again.

C. Executive Session

- A motion was made by Martha Mangels, seconded by, Susan Phillips and approved unanimously to go into Executive Session. Roll call was taken to go in to executive session at 8:11 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Martha Mangels, yes; Dennis Martin, yes; Kathy Panagos, yes; Jackie Pender, yes; Susan Phillips, yes; and Gary Ziegler, yes.
- A motion was made by Susan Phillips, seconded by Steve Burk and approved unanimously to go out of Executive Session at 8:38 p.m. The vote was: Steve Burk, yes; Myrna Cheek, yes; Randal Friend, yes; Tom Gross, yes; JoAnn Hahs, yes; Martha Mangels, yes; Dennis Martin, yes; Kathy Panagos, yes; Jackie Pender, yes; Susan Phillips, yes; and Gary Ziegler, yes.

D. Board Orientation and Training– None.

E. Adjournment

Susan Phillips made a motion, seconded by Martha Mangels and approved unanimously to adjourn the meeting at 8:39 p.m.

The next regular board meeting will be held at Jackson on Thursday, March 26, 2020 at 7:00 p.m. **The Personnel Committee** will meet prior to the March board meeting at 6:00 p.m. Those committee members are: June Ernst, JoAnn Hahs, and Janet Randolph along with Carrie Massey, Kathy Panagos, and Randal Friend.

Respectfully submitted,

Roberta Brown
Recording Secretary

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