

**The Riverside Regional Library
Board of Trustees Meeting
August 24, 2023**

The Riverside Regional Library Board of Trustees conducted a meeting Thursday, August 24, 2023 at Riverside Regional Library, Scott City Branch, 2108 Main St., Scott City, Missouri.

Call to Order

The meeting was called to order by President, Jack Baker at 7:08 p.m.

Roll Call

Members present were: Lana Arnzen, Jack Baker, Tom Gross, JoAnn Hahs, Bev Hemmann, Andy Meyer, Sherry Mitchem, Kathy Panagos and Deborah Wideman. Members absent: Chris Hurst, Amanda Layton, Kate Martin, Sarah Pruden Cheryl Ray-Layton and Gary Ziegler. Also present were Library Director Jeff Trinkle and Recording Secretary Alea Belmas.

Open Forum for Visitors – Joyce Luten, Scott City Branch Manager, Darlene Carre, part-time Clerk at Scott City, Therese Glueck, part-time clerk at Scott City and Renee Gibbs, Friends of the Library member and library volunteer.

Reports to the Board – None.

Public Hearing – Tax Rate

A motion was made by Sherry Mitchem, seconded by Deborah Wideman, and approved unanimously to accept the proposed *tax rates* set by the State Auditor. They are as follows:

Cape County \$0.0729
Scott County \$0.0955
Perry County \$0.0881

It was noted that there have been no tax increases in 68 years.

A. Action Items

Approval of Minutes

A motion was made by Kathy Panagos, seconded by Lana Arnzen, and approved unanimously to accept the July 2023 minutes.

A motion was made by JoAnn Hahs, seconded by Deborah Wideman, and approved unanimously to accept the July 2023 Allowance of Bills and Financial Report.

B. Information Items

1. Correspondence - None

2. Librarian's Report (Written report)

- Riverside Regional Library has submitted our information for the *Digital Asset Map*. The purpose of this is to have a listing of libraries and other organizations that provide digital assets throughout the state of Missouri.
- The *Missouri Evergreen Statistical Data FY 2022* was discussed.
- The library has completed the requirements for the *FY24 State Aid certification*.
- *Personnel* – Tessa Holland has resigned her position as the Children's and Youth Librarian effective 8/2/2023.

3. Committee Reports – The *Personnel Committee* search for a new Library Director is underway. A motion was made by Tom Gross, seconded by Andy Meyer and approved unanimously to move this portion of our meeting to Executive Session.

4. Unfinished Business

- The auditor's *2022 Year End Financial Compilation* was discussed and the following changes will be made:
 - Scott County - A motion was made by Andy Meyer, seconded by Tom Gross, and approved unanimously to move their entire amount of \$70,506.00 to the Scott County unrestricted account.
 - Cape Girardeau County – A motion was made by Andy Meyer, seconded by Tom Gross, and approved unanimously to distribute money overages of \$211,753.00 as follows:
 - \$105,876.50 into the Unrestricted account
 - \$105,876.50 (the remaining amount) to be left in the depository account
 - Perry County has decided to hold off on distributing money overages of \$57,016.00 until after further discussion.

5. New Business

- The *2023 Mid-Year Audit* was handed out to all board members. We will discuss this at the next meeting.
- **Committee assignments** were given by Board President, Jack Baker.
 - **Long-Range Planning**—Bev Hemmann, Sherry Mitchem, Deborah Wideman
 - **Personnel**—Kathy Panagos, JoAnn Hahs, Gary Ziegler, Kate Martin
 - **Policy & Bylaws**—Tom Gross, Sarah Pruden, Amanda Layton
 - **Budget & Finance**—Tom Gross, Lana Arnzen, Cheryl Ray-Layton

- A motion was made by Tom Gross, seconded by Andy Meyer and approved unanimously to move the *Distribution of Library Director Performance Evaluation Forms* to Executive Session.
- *The Budget and Finance Committee* – Will meet at Jackson at 6:00 p.m. prior to the September 28th board meeting.
- The *2024 Staff Appreciation Dinner* was talked about. We are looking a date in April, at the same locations, using the same caterer “Curly’s Kitchen” and same menu.

C. Executive Session

- A motion was made by Tom Gross, seconded by Kathy Panagos and approved unanimously to go in to Executive Session. Roll call was taken to go in to executive session at 8:21 p.m. The vote was: Lana Arnzen, yes; Jack Baker, yes; Tom Gross, yes; JoAnn Hahs, yes; Bev Hemmann, yes; Andy Meyer, yes; Sherry Mitchem, yes; Kathy Panagos, yes; and Deborah Wideman, yes.
- A motion was made by Tom Gross, seconded by Lana Arnzen and approved unanimously to go out of Executive Session. Roll call was taken to go out of executive session at 9:04 p.m. The vote was: The vote was: Lana Arnzen, yes; Jack Baker, yes; Tom Gross, yes; JoAnn Hahs, yes; Bev Hemmann, yes; Andy Meyer, yes; Sherry Mitchem, yes; Kathy Panagos, yes; and Deborah Wideman, yes.

D. Board Orientation and Training– None.

E. Adjournment

JoAnn Hahs made a motion, seconded by Deborah Wideman and approved unanimously to adjourn the meeting at 9:04 p.m.

The next regular board meeting will be held at Jackson, MO on Thursday, September 28, 2023 at 7:00 p.m., with the Budget and Finance Committee meeting at 6:00 p.m.

Respectfully submitted,



Alea Belmas
Recording Secretary

Approved by the Riverside Regional Library Board of Trustees

Date: 09/28/2023

Presiding Officer: Jack Baker