



**Springfield-Greene County Library Board of Trustees  
April 15, 2008  
Minutes**

The Springfield-Greene County Library Board of Trustees met in on Tuesday, April 15, 2008, at the Library Center with Cherri Jones presiding.

Members present: Leslie Carrier, Bruce Chrisope, Martha Crise, Neil Guion, Cherri Jones, Morey Mechlin, Rodney Nichols

Members absent: Gary Funk

Disposition of Minutes: Chrisope moved to approve the February 19, 2008, minutes. Mechlin seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Nichols yea. Motion carried.

Carrier moved to approve the March 31, 2008, minutes after correcting the last sentence in the Search Committee report. The following sentence was corrected, "The committee called references for seven firms, narrowing the possibilities to three executive search firms, Dubberly-Garcia, Gossage-Sager and John Keister & Associates." Nichols seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Nichols yea. Motion carried.

Mechlin moved to approve the March 31, 2008, closed session minutes. Chrisope seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Nichols yea. Motion carried.

Finance and Personnel Committee: Through March, the Library was 4.5% under budget. Income included a quarterly disbursement from the Buhrman Trust. Grant revenue included receipts from Library Services and Technology Act (LSTA) grants for training on Staff Development Day and the Summer Library Program grant. Interest Income included interest for February and March as well as an adjustment for an incorrect interest rate. The interest rate on the Library's account in February was 2.75 percent and is currently 2.25 percent.

Expenses included principal and interest payments from the bond accounts. The Library has \$5,620,000 outstanding in leasehold revenue bonds. Account 5382 Building Rentals included prorated March rent and April rent for the Park Central Branch.

Year-to-date budgets continue to be favorable.

First Choice Administrators will be the Library's new health insurance broker. Their proposal included on-line benefit enrollment, which would be a big time savings to Human Resources staff processing the open enrollment forms each year.

Chrisope moved to accept the financial report. Crise seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Nichols yea. Motion carried.

Buildings and Grounds Committee: Chair Neil Guion reported environmental problems were found on the lots proposed for the Strafford Branch and police station buildings. Real Estate Developer Paul Nahon has decided against that site and is pursuing another possibility. If the land is not acquired by April 23, the option for the proposed facility in the shopping center at I-44 and Highway 65 may be pursued.

Executive Director Annie Busch will meet with Neal Wood, the Library's current Willard Branch landlord, to discuss details of a proposed facility to be built on the parking lot of the shopping center. When Busch receives a firm rental proposal, she will bring it to the Board for consideration.

The developer for a proposed facility in Republic has submitted a preliminary site plan showing a 9,000 + square-foot building with room for expansion.

Programs, Services and Technology Committee: Chair Cherri Jones reported the committee will begin looking at Board priorities for fiscal years 2007-2008 and 2008-2009. Circulation increased 3.7% with 306,610 materials circulating systemwide. Total branch traffic increased but not significantly with 143,813 patron visits. Systemwide, 1,701 groups used the meeting rooms with an attendance of 11,300. There were 865,026 searches from the Library's electronic products. The web server recorded a total of 664,103 page views by 105,799 visitors during March.

Search Committee: Chair Cherri Jones reported meetings have been scheduled for both public and staff input in the process for selecting a Library Director when Executive Director Annie Busch retires. Jones will e-mail the schedule and indicate openings in which a Board representative is still needed.

The search consultant would like to meet with the Board at 2:30 p.m. on Tuesday, March 20, prior to the Board meeting.

Report of the Director: The grand opening at the Park Central Branch was a big success. Busch acknowledged Associate Director of Public Services Jim Schmidt's work with the developer, contractors and designers on the project.

The Friends of the Library Spring Book will be held from April 29 to May 3 at Remington's. The preview night is Monday, April 28.

The Library received a \$1,973 donation from the Greene County Medical Alliance to purchase medical and health materials.

The second Leadership Academy, conducted by Cal LeMon, has been another successful training opportunity for staff. Many staff from the previous session has filled leadership positions.

Board Education: Schmidt reported the since its opening on April 4, the Park Central Branch has circulated 1,090 items, averaging about 275 items per day. Schmidt reviewed security procedures

for the new branch. Security cameras are installed at the branch. The branch hours of operation are the same as the Coffee Ethic next door. There is always at least two staff members scheduled per shift, and the staff can exit through the rear doors and walk in pairs to the parking garage after closing the branch each night. Security magnetic locks are installed on the restroom doors, and a security card must be obtained from staff for the restrooms. Downtown has three area police representatives. Security staff member Ron Johnson works at the Library Station and Midtown Carnegie Branch and can also be contacted if there is an incident.

New Business: The Nominating Committee recommended the following officers to fill positions vacated by Stephanie Stenger-Montgomery's resignation: President Cherri Jones and Vice President Neil Guion. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Nichols yea. Motion carried.

Nichols moved to appoint Neil Guion to the Search Committee. Chrisope seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Nichols yea. Motion carried.

Crise moved to accept the library executive search firm proposal from John Keister & Associates. Chrisope seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Nichols yea. Motion carried.

Mechlin moved to adjourn the meeting. Chrisope seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Nichols yea. Motion carried.

The meeting adjourned at 4:45 p.m.

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Board of Trustees

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Debbie Eckert, Business Office Manager



**Springfield-Greene County Library Board of Trustees  
E-Mail Vote  
April 30, 2008**

The Springfield-Greene County Library Board of Trustees by electronic vote initiated on April 30, 2008, approved authorizing Executive Director Annie Busch to negotiate a contract with Mellinger Commercial Real Estate to lease 2,500 square feet of space for a Strafford Branch Library in Chestnut Plaza at Highway 125 and I-44 for \$1,975 per month for three years with a three-year renewal option.

**Voting in Favor:** Carrier yea, Chrisope yea, Crise yea, Funk yea, Guion yea, Hicks yea, Jones yea, Mechlin yea, Nichols yea. Motion carried.

**Voting Against:** None

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Board of Trustees

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Debbie Eckert, Business Office Manager