



Springfield Greene County Library Board of Trustees
January 16, 2024
Meeting Minutes

The Board of Trustees of the Springfield-Greene County Library District met in a regular session on Tuesday, January 16, 2024, at 4:00 p.m. at the Republic Branch Library.

Members of the Board Trustees were present or absent as follows.

<u>Roll Call</u>	<u>Present/Absent</u>
Rachael Morrow, President and Member:	Present
Stacey Penney, Vice President and Member:	Present
Aaron Jones, Treasurer and Member:	Present
Chris Bozarth, Secretary and Member:	Present
Clinton Beecham, Member:	Present
James Nevins, Member:	Present
Robert Stephens, Member:	Present
Melanie Weiler, Member:	Present
David Yancey, Member:	Present

The President of the Board of Trustees called the meeting to order at 4:10

Consent Agenda:

- Minutes – November 21, 2023 Board Meeting
Update: Unfinished business – from the response from the executive search firms – remove “we” from those first two lines. Board Education – correct spelling for Tysha
- Minutes – December 19, 2023 Board Meeting
Update: Buildings & Grounds Committee report, remove and replace with the following
“Morrow reported that after seeking a legal opinion, the Library does not have to pay federal prevailing wages but will have to pay state prevailing wage. Sapp has prepared initial designs for The Library Center. Crossland Construction reported that pipes at Midtown were higher than expected. Republic staff visited Monett Library to look at Paragon's designed building. “
Unfinished business – Scion capitalized.
Misc. – Rachael’s name is misspelled

A motion to approve the minutes with the above changes was made by Beecham and seconded by Penney; the motion carried

Standing Committees:

Building & Grounds Committee:

Morrow reported that the Buildings and Grounds Committee met on Jan. 11, 2024. Eva Pelkey, Midtown Carnegie Branch Manager, made a presentation on the changes needed at the branch. The committee also heard general updates on various properties. The Library now owns property in Fair Grove, across from the current location. It is insured and the city will mow it.

Executive Committee:

Morrow reported that the Executive Committee met on Jan. 9. The committee discussed budget concerns with Schmidt.

Finance and Personnel Committee:

Due to weather, the Finance and Personnel Committee did not meet but instead moved the committee report to this meeting.

Jones reported that the proposed agreement with Scion is almost complete. Scion provided the following answers to the board's questions.

- 1) The expected salary does fall within the expectations for this position and our District size.
- 2) The cost of surveying internal stakeholders is included in the contract. A well-coordinated, customized survey will be undertaken.
- 3) Per Diem expenses are handled on a pass-through basis. The daily food budget is \$80, and the library will have final approval before other costs occur.
- 4) If an internal candidate applies, Scion will still vet the candidate, and therefore, they are considered a part of the fee.
- 5) The fee includes thorough reference checks, but an additional fee is added for a criminal background check.
- 6) Scion's timeline for invoices
 - a. When the contract is signed
 - b. 30 days into the timeline
 - c. Final invoice on candidate's start day

Lori Ruzicka, HR Director, asked that Scion clarify the final costs if a candidate is selected entirely outside of their process.

A motion to move forward with signing the Scion contract pending the last question being resolved to the board's satisfaction. Bozarth made the motion, Weiler seconded, there was no discussion, and the motion passed.

Report of the Interim Director

Jim Schmidt, Interim Director, reported:

- Schmidt introduced James Nevins, our new county Board Member. He will be completing board orientation soon.
- The Attorney General's Office recently indicated that the board agendas for the Willard Board of Aldermen were too general. In response to that, the Library Board agendas will be more specific moving forward. The Willard Aldermen will also be required to complete Sunshine training provided by the Attorney General's office. Moving forward, the Library will only advertise a

closed session, citing pertinent statutes, when certain one will occur. The agenda will also specify discussion topics so that citizens will know when to attend and what will be discussed.

- The Foundation Development Director resigned on Jan. 5.
- December Financials (this report was presented now as the Finance and Personnel committee portion was rolled into the board meeting)
 - The budget is going well; 50% of the year is complete. Mel Davis' revenue projections were right on target, with the difference of \$15K to our benefit. Patron fees are at 51%,
 - There was a disbursement from Community Foundation of the Ozarks (CFO) that the Library should have received as a check but instead it was sent as an EFT. CFO was contacted, and it will see in cash flow this month, but it will be moved to general distribution later.
 - The Library used Elan credit cards and received cash back rewards of \$2075

Discussion of Republic Branch Funding

Schmidt handed out a cash flow spreadsheet for the three ARPA projects. Schmidt explained that the ARPA projects are separate from the daily operations. The funding discussed in the cash flow sheet is from the capital reserve fund. Extensive conversation followed about the scope and funding possibilities for Republic.

Schmidt suggested that the Board proceed with Midtown and the Library Center at this point. Bozarth moved that the Board of Trustees, according to the Buildings and Grounds committee recommendation, proceed with the Midtown project at a cost of \$3,137,692. Jones seconded the motion. The motion passed unanimously.

Bozarth moved that the Board proceed with the \$6M design of the Library Center project with the scope as presented to date. Yancey seconded the motion. This is not a final agreement on the contract. The Trustees will vote later to accept the scope of the project. The motion carried unanimously.

The Discussion moved back to the Republic Branch. The architects need to know ASAP so they can plan the building project and then complete it by December 2026, the deadline for the ARPA reimbursement.

The topic was tabled for now until there is more clarity on bonding and more discussion around fundraising capacity.

Jones moved that the Board hold a special session on bonding, options, and site comparisons on Feb. 1 at 4 p.m. – location to be named. Penney seconded. The motion carried unanimously.

Unfinished business – nothing to report.

New Business –

Bozarth made a recommendation to designate Vickie Hicks to be the recording secretary. The motion was made by Yancey and seconded by Nevins. Motion carried.

A motion was made by Penney and seconded by Bozarth to go into closed session pursuant to R.S.Mo. §610.021(2) and approved by a roll call vote.

Bob Stephens

Yes

David Yancey	Yes
Stacey Penney	Yes
Clinton Beecham	Yes
Aaron Jones	Yes
Chris Bozarth	Yes
Rachael Morrow	Yes
James Nevins	Yes
Melanie Weiler	Yes

The regular session was adjourned at 6:05 p.m.