



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

The Springfield-Greene County Library Board of Trustees met in on Tuesday, July 15, 2008, at the Library Center with Rod Nichols presiding.

Members present: Leslie Carrier, Bruce Chrisope, Martha Crise, Vickie Hicks, Morey Mechlin, Rodney Nichols

Members absent: Neil Guion, Cherri Jones

Disposition of Minutes: Mechlin moved to approve the June 17, 2008, minutes. Carrier seconded. Carrier yea, Chrisope yea, Crise yea, Hicks yea, Mechlin yea. Motion carried.

Rod Nichols arrived at the meeting.

Finance and Personnel Committee: Through June, the Library was .7% under budget. This report is a preliminary report, and a final year-end report will come after all invoices have been paid for the budget year. Income included annual invoice receipts from consortium members for maintenance and support, a payment from Between Friends for gift shop proceeds as well as six months' payroll reimbursement and a quarterly distribution from the Buhrman Trust. The Friends of the Library grant funds included sponsorship for branch music events and the summer reading clubs and programs.

Expenses included invoices for May and June contributions from Account 5121 LAGERS. Account 5319 Professional Services included an asbestos inspection at the Park Central Branch, architectural services for the Willard and Republic Branches and payments to the summer reading program presenters. Account 5371 Building Repairs included sign repairs at the Library Center and carpeting for the Brentwood Branch. Account 5374 Plant Equipment Repairs included duct work repairs in the Library Center meeting room and air conditioner repairs at the Library Center and the Brentwood Branch. Account 6411 Office Furniture and Equipment included shelving for the Library Center and a computer desk for the Brentwood Branch.

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

Buildings and Grounds Committee: The grand opening for the Stafford Branch will be on Saturday, August 9.

Executive Director Annie Busch is waiting for a proposed lease from the Willard Branch landlord.

Programs, Services and Technology Committee: Chair Morey Mechlin reported the committee is working toward an outcome-based process for the purpose of evaluating programs and services.

Circulation in June increased 2.8% with 326,799 materials circulating systemwide. Total branch traffic increased 6.3% with 159,764 patron visits. Systemwide, 1,431 groups used the meeting rooms with an attendance of 9,348. There were 383,549 searches from the Library's electronic products. The web server recorded a total of 755,560 page views by 109,065 visitors during June.

Search Committee: Leslie Carrier reported the selection process to hire a new executive director continues on schedule. Search consultant John Keister is pleased with the response he is receiving. The closing date for applications is August 15 and interviews will begin in September.

Report of the Director: The Missouri Public Library Directors (MPLD) are discussing funding issues for public libraries. The group will concentrate on property tax assessments and will deal with the issues of abatement, assessment, advocacy and alternatives.

The Executive Director's 2007-2008 Annual Report highlighted the opening of the Park Central Branch. Progress was made in planning upgrades to the county branches to meet the standards of the city branches. An emphasis was also on using technology to improve the basic operations of the Library. The Library continues receiving federal, state, local and private grants to expand programs and services to the community.

Board Education: Between Friends Manager Shelli Kaminski gave an overview of the gift shop. Kaminski began managing the gift shop in March 2002, and sales from March 2002 through June 2008 have totaled more than \$837,000. Staff includes a fulltime manager, parttime assistant manager and 60 volunteers. Kaminski purchases many items sold in the gift shop through close-out and discontinued merchandise markets. Long-term goals include opening a kiosk at the Park Central Branch and establishing a buying co-op for libraries. She would also like to offer more library logo items in the gift shops.

Unfinished Business: Mechlin moved to approve the Board priorities for 2008-2009 as presented. Hicks seconded. Carrier yea, Chrisope yea, Crise yea, Hicks yea, Mechlin yea, Nichols yea. Motion carried.

Hicks moved to approve the Corporate Sponsorship Policy. Crise seconded. Carrier yea, Chrisope yea, Crise yea, Hicks yea, Mechlin yea, Nichols yea. Motion carried.

New Business: The Nominating Committee recommended the following officers for 2008-2009: President Cherri Jones, Vice President Neil Guion, Secretary Leslie Carrier and Treasurer Bruce Chrisope. Mechlin agreed to assist with the vice presidential duties during Guion's absence. Carrier yea, Chrisope yea, Crise yea, Hicks yea, Mechlin yea, Nichols yea. Motion carried.

Mechlin moved to appoint Pam Hedgpeth to the Library Foundation Board of Directors. Chrisope seconded. Carrier yea, Chrisope yea, Crise yea, Hicks yea, Mechlin yea, Nichols yea. Motion carried.

Facilities Manager Allen Woody showed the Board a stack of biodegradable plates he purchased for the Library system. The plates and bowls are manufactured in Lebanon, Missouri, and are environmentally responsible from start to finish. The plates are made from a new material using starch from potatoes and corn and mixed with limestone. The product will quickly break down in a commercial compost environment and biodegrade completely in compost or soil within a two-year period.

Chrisope moved the Board adjourn to closed session to review a real estate proposal. Crise seconded. A roll call vote was taken. Carrier yea, Chrisope yea, Crise yea, Hicks yea, Mechlin yea, Nichols yea. Motion carried.

The Board adjourned to closed session at 4:40 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager