



**Springfield-Greene County Library Board of Trustees
July 18, 2017
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, July 18, 2017, at 4:00 p.m. at the Ash Grove Branch Library, 101 E Main, Ash Grove, Missouri. Members of the Board of Trustees were present or absent as follows:

1. Roll Call

	<u>Present/Absent</u>
Andrea McKinney, President and Member:	Present
Michele Risdal-Barnes, Vice President and Member:	Present
Bill Garvin, Secretary and Member:	Present
Matthew Simpson, Treasurer and Member:	Present
Steven Ehase, Member:	Absent
Derek Fraley, Member:	Absent
Cindy Waites, Member:	Present from item 4
Catherine Moore, Member:	Present from item 4
Ashley Norgard, Member:	Present

The President of the Board of Trustees declared that a quorum was present and called the meeting to order.

2. Election of Officers - 2017-2018 Library Board of Trustees: Risdal-Barnes on behalf of the nominating committee composed of Norgard, Moore, and Risdal-Barnes presented the following slate of officers for 2017-2018:

President: Michele Risdal-Barnes
Vice President: Steven Ehase
Secretary: Ashley Norgard
Treasurer: Derek Fraley

Risdal-Barnes moved to approve the slate of officers as presented; Simpson seconded. McKinney yea, Risdal-Barnes yea, Garvin yea, Norgard yea, Simpson yea. Motion carried.

3. Disposition of Minutes: The minutes of the June 20, 2017 meeting were reviewed.

Risdal-Barnes moved to approve the minutes as presented for the regular session board meeting of June 20, 2017; Garvin seconded. McKinney yea, Risdal-Barnes yea, Garvin yea, Norgard yea, Simpson yea. Motion carried.

4. Standing Committees:

Finance and Personnel Committee: McKinney reported for the Finance-Personnel Committee that met Tuesday, July 20, 2017 immediately preceding this meeting.

McKinney reported highlights from the Preliminary Pre-audit June 2017 financials as presented.

Specific documents covered included:

- Monthly Budget Summary (Total Budget) Month Ending June 30, 2017
- Discretionary Budgets Expenditures June 2017
- Balance Sheet June 2017
- Cash Flow Report June 2017

[Moore and Waites entered the meeting.]

Buildings and Grounds Committee:

The July Buildings and Grounds Committee meeting was cancelled – no report.

5. Report of the Director:

Cooper handed out copies of Cog-Notes, ALA Conference daily newspaper. It features an advertisement from one of the library’s vendors. The Library’s passport services are featured prominently in the ad.

Cooper introduced and welcomed newly appointed Board member, Cindy Waites. Waites has been appointed by the city to a three year term on the board. Waites replaces James Jeffries who just finished his second term on the Board. Cooper will be taking Waites on a tour of library branches during the coming weeks.

Cooper highlighted many items from the Executive Director’s Report for July 2017. Please see *Executive Director’s Report* for July 2017.

Cooper presented her Annual Report to the Board. Please see *Annual Report 2016-2017 To the Springfield-Greene County Library Board of Trustees from Executive Director Regina Greer Cooper*.

6. Foundation Update:

Cooper reported that Business Office Manager Melissa Davis compiled a current list of ReNew Brentwood pledges outstanding as of June 30, 2017. There’s a total of \$134,731.60 in pledges outstanding that the Library Foundation anticipates receiving in 2017-2018. The Library Foundation was recently notified of a trust to be given to the Library Foundation by Ursula Laton. During June a distribution from the trust in the amount of \$431,834.13 arrived. At their September meeting, the Library Foundation Board will decide how to best utilize the funds to benefit the Library District. The next task force meeting is scheduled for July 25th and a Memorandum of Understanding between the Library Foundation and the Library District is well underway.

7. New Business:

- a. 2017-2018 Committee Appointments

Risdal-Barnes appointed Board members to serve on committees as follows:

Finance and Personnel

Derek Fraley, Chair
Ashley Norgard
Matthew Simpson

Buildings & Grounds

Bill Garvin, Chair
Michele Risdal-Barnes
Steven Ehase

Programs, Services &

Technology
Catherine Moore, Chair
Andrea McKinney
Cindy Waites

- b. Springfield-Greene County Library Public Building Corporation Appointee

Cooper reported that the Springfield-Greene County Library Public Building Corporation’s Board members are appointed by the Library’s Board of Trustees. Recently, Michelle Heidt resigned from the Springfield-Greene County Library Public Building Corporation Board due to health issues. Cooper proposed Mary Ringenberg as Heidt’s replacement. Ringenberg

welcomes the opportunity to serve. Moore moved to appoint Mary Ringenberg to serve on the Springfield-Greene County Library Public Building Corporation; Waites seconded. McKinney yea, Risdal-Barnes yea, Garvin yea, Norgard yea, Simpson yea, Waites yea, Moore yea. Motion carried.

8. Miscellaneous Business:

Cooper presented the idea of providing a Board Web Portal for Library Board Members to access monthly meeting minutes, financials and other relevant material. Though this had been done in years past, it is currently out of date. After much discussion on the matter, the Board came to a consensus that a Board Web Portal is something they are interested in accessing and plans will proceed for library staff to update the information and share it with the Board.

9. Board Education

Ingrid Bohnenkamp, Park Central Library's Branch Manager presented on her recent experiences as a member of the Downtown Council of Champions Millennial SWAT Team.

10. Adjournment: There being no further business, Norgard moved to adjourn the regular session; Garvin seconded. McKinney yea, Risdal-Barnes yea, Garvin yea, Norgard yea, Simpson yea, Waites yea, Moore yea. Motion carried.

The regular session was adjourned at 5:05 p.m.

Board of Trustees

Business Office Manager