



Springfield-Greene County Library Board of Trustees
July 18, 2023
Meeting Minutes

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, July 18, 2023, at 4:00 p.m. at the Stafford Branch Library.

Members of the Board of 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:	Absent
Aaron Jones, Treasurer and Member:	Present
Chris Bozarth, Secretary and Member:	Present
Clinton Beecham, Member:	Present
Samuel Snider, Member:	Present
Robert Stephens, Member:	Present
Melanie Weiler, Member:	Present
David Yancey, Member:	Present

The President of the Board of Trustees called this meeting to order at [time]

Consent Agenda:

- Minutes – June 20, 2023 Board Meeting: Change Stacey Penney to absent
 - Typo on B&G Notes: Capitalize Republic
 - May 23' notes: to clarifyA motion was made Samuel Snider Pending adjustments to May notes and seconded Aaron Jones, to approve the consent agenda with the above changes.
Motion carried.

Standing Committees:

Buildings & Grounds Committee:

Clinton Beecham reported for the Buildings & Grounds Committee that met on July 11. Meet and voted on the CMR qualifications. Feasibility study was presented to the committee on the Republic Library Branch.

- Motion was made by Clinton Beecham

Executive Committee:

Ms. Morrow reported for the Executive Committee that met on July 11. The meeting consisted of previewing the July agenda and ARPA updates. They looked at the feasibility study.

Finance & Personnel Committee:

Mrs. Morrow reported for the Finance & Personnel Committee that met on July 18.

Specific documents covered included:

- Financial Highlights Report
- Monthly Budget Summary
- Balance Sheet
- Cash Flow Report

As of June 30, 2023

- 100% of the year has elapsed
- 98.3% of the budget has been spent
- 1.7% under budget for expenditures

Revenues

- Taxes received in June were \$100,353.66. We collected 106.6% of the amount budgeted.
- Revenue other than taxes in June was \$170,388.98 or 147.1% of the amount budgeted.
- Total revenue for the year was \$18,275,127.93 or 110% of the budget.
- Fines received for the year were \$124,323.91 or 123% of the budget.
- Interest income for the year was \$501,415.31 or 347.7% of the budget.
- Passport fees for the year were \$276,272.53 or 130% of the budget.
- Copy machines income came in at 121.4% of the budget with a total of \$89,629.82.
- Trust income was 109.9% of the budgeted amount.
- Gift Shop income was \$50,000 for the year. We have adjusted the budget to reflect that amount for FY24.

Expenses

- Salaries for June were \$560,371.31 with a headcount of 228/227.
- Healthcare claims for the year ended at \$554,960.76, only 66.5% of the amount budgeted.
- Total personnel expenses for the year were \$8,783,765.36 or 89.5% of the budget.
- Library Collections came in at 99.5% of the amount budgeted.

- We spent 96% of the budgeted amount for utilities for the year.
- Total operating expenses for the year were \$14,700,067.71 or 91.1% of the expense budget.

Operating cash at the end of June was \$10,076,989.95.

Report of the Director:

Mrs. Cooper highlighted many items from the Executive Director's Report for July 2023. Please see the Executive Director's Report for July 2023.

Library Foundation update:

Mrs. Hertzog provided an update for the Foundation. Please see Library Foundation Report for July 23'

ARAP update:

Mrs. Cooper provided an update on ARPA Fund

Old Business:

New Business:

A motion was made (Clinton Beecham) seconded (Chris Bozarth) To move forward, to invite Branco, Nabholz, and Crossland to present RFQ for presentation for selection of CMR. Motion carried.

- References for the three contractors were reviewed.

Republic Library: Discussion on Site Evaluation Metrics
See attached list and review.

Miscellaneous Items:

A motion was made (Clinton Beecham) seconded (David Yancey) to make Rachel Morrow – President, Stacey Penney – VP, Chris Bozarth – Sec, Aaron Jones – Tres. Motion Carried

Committee Assignments:

Finance and personnel: Chair – Aaron Jones,
Stacey Penney, Bob Stephens, Rachel Morrow

B&G: Chair - Clinton Beecham, Member - Chris Bozarth

Programs and Services: Chair - David Yancey, Members – Samuel Snider, Melanie Weiler

The pandemic accommodation made for Zoom meeting attendance will end. Board members will be required to attend board meetings in person, unless zoom is required to make quorum or facilitate specially called meetings.

CMR – Discussion:

Motion was made by Rachel Morrow and seconded by Chris Bozarth, to call a special session to hear presentation from CMR companies.

Motion passed.

Meeting shall be on 8/3 – 2pm – 5pm.

Motion to adjourn was made by David Yancey seconded by Clinton Beecham

Motion passed.

Board of Trustees President

Board of Trustees Secretary