



**Springfield-Greene County Library Board of Trustees
September 21, 2004
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, September 21, 2004, at the Library Center.

Members present: Bruce Chrisope, Krystal Compas, Gary Funk, Cherri Jones, Bill Mauck, Morey Mechlin, Stephanie Stenger-Montgomery

Member absent: Jean Woody

Disposition of Minutes: Chrisope moved to approve the August 17, 2004, minutes. Compas seconded. Chrisope yea, Compas yea, Funk yea, Mauck yea, Mechlin yea, Montgomery yea. Motion carried.

Finance/Personnel: In August, the Library was 1.4% under budget. Income included annual invoice receipts from Consortium members and a payment on the LSTA Libris Design grant. Miscellaneous income included a check from the Wal-Mart Foundation for juvenile fiction materials at the Republic Branch, a check from the Price Cutter Community Bucks program for minor equipment at the Republic Branch, large type book fees and meeting room meal fees.

Expenses included August and September health insurance. Account 5319 Professional Services included Loomis Fargo fees, ADP payroll processing fees, carpet repair, rug and mat services fees and security guard fees. Account 5370 TLC Fire Damage Replacement included the final payment to BMS Catastrophe for freeze drying the fire damaged books.

Debt service interest payments on the bonds will be paid the end of September.

Auditors from Roberts, McKenzie, Mangan, & Cummings (RMMC) were on site the first week of September doing field work for auditing the 2003-2004 fiscal year.

In October, the Library will begin borrowing on the \$2 million line of credit with The Signature Bank until the Kearney Branch property closes.

Compas moved to accept the financial report as presented. Montgomery seconded. Chrisope yea, Compas yea, Funk yea, Mauck yea, Mechlin yea, Montgomery yea. Motion carried.

Building and Grounds: The Buildings & Grounds Committee met on September 1 and reviewed a projected maintenance schedule for the branches. They also reviewed a summary of upcoming delivery options and discussed criteria for which library service options will be evaluated.

The Buildings & Grounds Committee will travel to North Kansas City on November 18 to view a site where a high school and public library share a facility. This fact-finding trip comes in

response to an expression of interest by the Republic Public Schools to share a new campus, to be located at Highway ZZ and Highway 60.

Programs/Services/Technology Committee: The Programs/Services/Technology Committee will meet on Friday, September 24.

Report of the Director: Marilyn Prosser was introduced as the new Brentwood Branch Manager. Prosser was formerly the branch manager at Helmerich Library, part of the Tulsa City-County Library. Before Tulsa, she worked in Missouri as library director at the Christian County Library and at the Adair County Library in Kirksville. She has a bachelor of science degree from Drury University and a master of library science degree from the University of Missouri at Columbia.

The Library Station has a clogged sewer line. Facilities Manager Allen Woody will meet with the architect and contractor to review repair options.

Cherri Jones arrived at the meeting.

The County Commission is in the process of interviewing a prospective Board member to fill Cliff Groover's unexpired term.

The Missouri State Library's trustee training videoconferencing workshop will be held on Saturday, September 25, at the Library Center. Don Gaertner, retired director of the St. Louis County Library, Jan Horton, President Emeritus of the Community Foundation of the Ozarks and Annie Busch will present the final session, "Making Every Dollar Count". The session will focus on the trustee's fiscal responsibility to the library district.

Busch reported that the newly released Community Focus Report for Springfield and Greene County, spearheaded by Trustee Gary Funk, will be hosted on the Library's web site.

Board Education: In a demonstration of the Library's Centra software, Youth Services Coordinator Vera Florea gave her report via audio conferencing. Vera displayed charts showing that almost 4,000 participated in the children and teen summer programs. She observed that school visits were crucial to the success of the programs.

Outreach Services Coordinator Allison Eckhardt explained additional off-site efforts to reach children this summer, including a "Storytime in the Park" six-week program in collaboration with the Springfield-Greene County Park Board.

New Business: Funk moved to authorize Executive Director Annie Busch to close on the sale of the Kearney Branch property for \$600,000. Chrisope seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea. Motion carried. Anticipated closing is early November.

Chrisope moved to authorize Busch to enter into a five-year lease agreement with the City of Fair Grove with a five-year renewal option. Jones seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea. Motion carried.

Previous president Cliff Groover resigned from the Board last month. The nominating committee recommended the following officers for 2004-2005:

President: Morey Mechlin
Vice President: Krystal Compas
Secretary: Jean Woody
Treasurer: Bruce Chrisope

Jones moved to elect the officers for 2004-2005 as recommended by the nominating committee. Mauck seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea. Motion carried.

Compas moved to elect Bruce Chrisope as the employer delegate for the LAGERS Annual Meeting to be held October 28-29, 2004, at the University Plaza Hotel in Springfield. Montgomery seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea. Motion carried.

Unfinished Business: Funk moved to approve the Board By-Laws as printed in Draft 8/17/04. Montgomery seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea. Motion carried.

Chrisope moved to adopt the Facilities Plan after making clarifications to sections IV and V. Jones seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea. Motion carried.

Mauck moved to adopt the document "Major Duties, Functions and Responsibilities of Public Library Trustees and Executive Director" after making minor corrections. Compas seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea. Motion carried.

Miscellaneous Items: It was the consensus of the Board to discontinue the study sessions prior to the Board meetings and begin the Board meetings at 4 p.m.

Busch was named one of 20 Most Influential Women in the area. The award is presented annually by the *Springfield Business Journal*.

President Morey Mechlin attended the September Library Foundation meeting with the Board of Directors as an ex officio member. The Foundation Board will meet with the Library Board at its December meeting.

The Friends of the Library Fall Book Sale will be held on October 1-3 at the Library Center.

The meeting adjourned at 5:20 p.m.