



**Springfield-Greene County Library Board of Trustees
June 21, 2005
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, June 21, 2005, at the Library Center.

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

Member absent: Gary Funk, Rodney Nichols

Disposition of Minutes: Compas moved to approve the May 17, 2005, minutes. Jones seconded. Chrisope yea, Compas yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

Finance and Personnel Committee: Through May, the Library was 2.7% under budget. Income included reimbursement from the Early Learning Opportunities Act Stories-to-Go grant for salaries and materials and from the Watershed Committee of the Ozarks for books, videos and DVDs. Miscellaneous Income included property tax reimbursement from Panera Bread and a contribution from the Greene County Medical Society Alliance from their holiday sharing program for medical-related materials. The Library collected online \$1,134 in fines and out-of-county fees from 131 transactions in May.

Expenses included printing of summer reading materials from Account 5342 Printing. Account 5371 Building Repairs included a credit from the vendor for repairs to the transformer at the Library Center. Expenses were reclassified for minor equipment for the Stories to Go Grant from office furniture to minor equipment.

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

Chrisope moved to accept the bid from Nixon & Lindstrom Insurance for property insurance for a three-year period at an annual premium of \$67,584. Compas seconded. Chrisope yea, Compas yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

Chrisope moved to approve the proposed budget for the 2005-2006 fiscal year. Woody seconded. Chrisope yea, Compas yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

Buildings and Grounds Committee: The committee is finalizing plans for the design charette which will be held on the weekend of September 23. The following people will be invited to serve on the Center City Branch Advisory Council: Mayor Tom Carlson, Jerry Clark, Nancy Dornan, Emily Fox, Curtis Jared, Jeff Schrag, Jack Taylor and Janet Rose (alternate).

Executive Director Annie Busch met with Republic School District Superintendent Pam Hedgpath to discuss financing for a shared facility in Republic. Options will be presented to the Finance and Personnel Committee at their July 18 meeting.

Programs, Services and Technology Committee: Chair Cherri Jones reported that the committee is continuing their educational and informational sessions in preparation for developing a strategic plan to be presented later in the year.

Library card registrations increased .1% with a total of 1,429 new cardholders in May. Circulation increased 6.8% with 244,098 materials circulating systemwide. Systemwide, 1,382 groups used the meeting rooms with an attendance of 9,089 and 235 programs were held with an attendance of 19,688. Program attendance included 80 school visits to 14,576 students by children's librarians promoting the summer reading program. There were 124,373 searches from the Library's electronic products. The web server recorded a total of 371,761 page views by 45,358 visitors during the month of May.

Report of the Director: City Utilities is preparing a Memorandum of Understanding to lease the two parking lots north of the Midtown Carnegie Branch at \$100 per day while the company resurfaces its parking lot.

A law was passed in 2002 allowing elections by mail-in ballots in nonpartisan elections, and public libraries can use mail-in ballots. Busch will contact County Clerk Richard Struckhoff to see if a plan has been prepared for a Mail Ballot Election for our jurisdiction.

An informational sheet prepared by the American Library Association was distributed on the PATRIOT Act. The House of Representatives voted against revisions to the PATRIOT Act and the Senate has not yet voted.

Staff representing the children's, circulation and reference departments traveled to St. Charles City-County Library on June 6-7 to learn how another library system operates. A group from St. Charles City-County Library will spend time at the Library Center to learn about our library district.

MOREnet received a 30% cut in funding, which will make a shortfall of over \$4 million. MOREnet will make over \$1 million of internal cuts and public, school and academic libraries will split the remaining shortfall by a formula representing their percentage of usage of the system. For public libraries, the State Library will determine how to pass the cuts on to individual institutions.

The MOBIUS Board will increase their fees by 40%. Since Springfield-Greene County Library fees are not subsidized by state funds, the MOBIUS Board has not notified us yet of the amount of the fee increase.

Board Education: Outreach Services Manager Allison Eckhardt reported on two programs that are making the Library's summer reading program more accessible to children. The outreach services department is partnering with the Springfield-Greene County Park Board's Summer Reading at the Park and the Springfield Family YMCA Summer Odyssey Program to provide storytimes, summer reading program materials, books for the children to read and visits by Library staff to distribute summer reading prize incentives. Park Board and YMCA staff rotates the books among their sites to offer a variety of books for the children to read.

Children's Coordinator Vera Florea reported on the Early Learning Opportunities Act Stories-To-Go grant. The 18-month grant is a cooperative project with several different groups in the community and was written by the staff at the Burrell Mental Health Center. Three part-time storytellers do 30-minute storytimes at head starts, home-based daycares and commercial and faith based daycare center. They leave bags of books at the centers and rotate the bags monthly. Family Reading Bags on parenting issues are also circulated. Since February the team has visited 236 sites, presented 439 storytimes and interacted with 6,058 children.

New Business: Library Board President Morey Mechlin appointed Gary Funk and Stephanie Stenger-Montgomery to the nominating committee for officers for 2005-2006. Mechlin will serve as an ex officio member of the committee. They will make a recommendation at the July meeting.

Finance and Personnel Committee Chair Bruce Chrisope reviewed the proposal for bringing café services in-house. The Library's lease contract with Churchill Coffee Company expires in October 2005. At the end of the lease, all equipment and furniture is the property of the Library and the amount of depreciation is subtracted from the cost of the equipment. The Library would have to purchase a new software license for their computer software. The transition to the new café would take approximately 60-90 days.

Jones moved to approve the proposal to let the Churchill Coffee Company lease contract expire and have the Library to take over the management of café services at the Library Center. Woody seconded. Chrisope yea, Compas yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

Miscellaneous Items: Mauck was presented with a photo album and Library memorabilia in appreciation of his two three-year terms of service on the Library Board. He served two years as president of the Board.

Mechlin said that Mauck's "gift of time, talent and resources can be best described by a quote from Nelson Henderson: 'The true meaning of life is to plant trees under whose shade you do not expect to sit.'"

Compas moved the Board adjourn to closed session to discuss the Executive Director's employment contract. Jones seconded. A roll call vote was taken. Chrisope yea, Compas yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

The meeting adjourned to closed session at 5 p.m.