



**Springfield-Greene County Library Board of Trustees**  
**April 19, 2011**  
**Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, April 19, 2011, at the Library Center with Vickie Hicks presiding.

Members present: Leslie Carrier, Martha Crise, Kenton DeVries, Cheryl Griffeth, Neil Guion, Vickie Hicks, Kim Kollmeyer

Member absent: Rod Nichols, David Richards

Disposition of Minutes: Crise moved to approve the March 15, 2011 minutes from the regular and closed sessions. Kollmeyer seconded. Carrier yea, Crise yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Kollmeyer yea. Motion carried.

Finance and Personnel Committee: Through March, the Library was 3.5 percent under budget. Year-to-date revenues totaled \$11,946,392 versus \$9,100,784 in expenditures. Operating cash through the end of March totaled \$7,656,477. Current taxes increased 1.99 percent from the previous year. The budgeted amounts reflect the revised budget approved at the March 15 board meeting. Grant income included receipts from the Friends of the Library for the Chautauqua and Big Read events as well as payments from the Missouri State Library for Library Services and Technology Act Digital Imaging and Gates Hardware Phase II grants. Trust income included the annual distribution from the Community Foundation of the Ozarks Lemmon Fund as well as the monthly proceeds from the Stephens Trust.

Expenses included the annual principal and interest payments on Series A and B bonds. Account 5111 Salaries included three pay periods in March. Account 5232 Minor Equipment included chairs for the Library Station, a safe for the Brentwood Branch, an emergency generator, hard drives, printers and monitors for the Information Technology Department, and expenses totaling under \$1,000 were reclassified from the capital accounts. Account 5371 Building Repairs included automatic sliding door repairs, lighting contact repairs and the spring roof inspection at the Library Center and roof leaks at the Midtown Carnegie Branch. Account 6411 Office Furniture and Equipment reflects a credit to the account number because items for the Ash Grove Branch totaling under \$1,000 were reclassified to appropriate accounts per audit recommendations.

Buildings and Grounds Committee: Chair Neil Guion reported the committee viewed pictures of St. Charles City-County Library District's children's picture book bins. Picture book bins have been custom made for the Ash Grove and Strafford branches and will serve as pilot projects for the Library District.

The shelving reorganization for the Strafford Branch is scheduled for the first full week of May.

Discussions are continuing with a vendor interested in operating a coffee kiosk at the Midtown Carnegie Branch.

The principal at Central High School contacted Executive Director Regina G. Cooper about leasing the north parking lots at the Midtown Carnegie Branch.

Cooper unveiled a picture of the exterior design for the Mobile Library. No delivery date has been set for the new bookmobile.

Interior space at the Fair Grove Branch has been reconfigured to create a more inviting and spacious environment. As staff visited branches within the St. Charles City-County Library District in March, the group saw a 3,000-square-foot, stand-alone facility that could serve as a possible future model for the Fair Grove Branch.

Programs, Services and Technology Committee: Youth Services Coordinator Nancee Dahms-Stinson presented an overview of the Ready to Learn Project at the WIC Clinic and other early literacy programs. Early Literacy Outreach Associate Stephanie Smallwood shared examples of how the partnerships have impacted the lives of parents and children. A condensed report will be presented as part of board education at a future board meeting.

Circulation in March increased 2.21 percent with 335,559 materials circulating systemwide. Total branch traffic decreased 4.33 percent with 164,708 patron visits. Systemwide, 1,944 groups used the meeting rooms with an attendance of 10,945. There were 537,260 searches from remote use of the Library's electronic products. The Web server recorded a total of 1,797,681 page views by 57,989 visitors during March.

Report of the Director: Cooper reported the Missouri House of Representatives appropriated \$50,000 for MOREnet funding. Librarians from across the state advocated that legislators leave some amount of money in the budget to hold the line item in place so that the funding would not disappear altogether.

Associate Director Jim Schmidt will be part of the Missouri delegation of librarians attending the American Library Association's National Library Legislative Day in Washington, D.C. on May 9-10, 2011.

The Library received a short-term Library Services and Technology Act grant totaling \$16,106 to upgrade technology at the Park Central Branch.

A Library Station patron and professional speech pathologist told Cooper and Branch Manager Melissa Davis that she was pleased with all the early literacy concepts staff incorporates into storytimes. She said staff is using techniques she knew to be true about children and learning.

The Springfield Council of the International Reading Association awarded Young Adult Associate Sarah Bean-Thompson its annual literacy award for encouraging literacy throughout southwest Missouri.

Cooper asked Administrative Staff to think about and respond to the following questions. 1. What motivates you as an administrative staff member? 2. What do you need for administrative staff development and career growth? Planning and Development Librarian Gay Wilson along with the Executive and Associate Directors will organize an administrative staff retreat for the fall.

The Big Read kicked off on April 1 with an Edible Books Festival at the Park Central Branch. Patrons voted on their favorite edible book and were then served cake by Library staff and volunteers. The Cast Iron Cook-off followed with teams of chefs from the Victory Mission Trade School competing. Patrons were allowed to sample food after the judging. Trustee David Richards, Executive Director Regina G. Cooper and Community Relations Director Kathleen O'Dell served as part of the team of judges. More than 785 people attended the evening events.

Business Librarian Kelly Miller will attend the American Library Association's annual meeting in New Orleans in late June to make a presentation about the District's Money Smart Week and share our success stories.

The Friends of the Library Book Sale will be held at Remington's April 26-May 1.

Author Ridley Pearson will be a featured speaker at a 2012 Big Read event.

Board Education: Gift Shop Manager Shelli Kaminski and Gift Shop Assistant Manager Maria Karakitsos previewed the Between Friends Gift Shop website at <http://betweenfriendsgiftshops.org>. Patrons can shop online for a unique selection of book-and library-themed gifts and original designs by local artists.

New Business: Carrier moved to approve the 2011-2015 Strategic Plan. Griffeth seconded. Carrier yea, Crise yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Kollmeyer yea. Motion carried.

Crise moved to approve a resolution adopting the 10 tenets of the Springfield-Greene County Civility Project. Kollmeyer seconded. Carrier yea, Crise yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Kollmeyer yea. Motion carried.

Board President Vickie Hicks appointed Kenton DeVries, Martha Crise and Kim Kollmeyer to a nominating committee to present officers for 2011-2012. DeVries will chair the nominating committee.

Miscellaneous Items: Elaine Johnson was presented with an album of photographs with memories of her husband Ron Johnson's nearly eight years service with the Library District. Ron worked as a Security Guard for the Library Station and Midtown Carnegie and Park Central branches since June 2003. He died on March 29 from esophageal cancer.

DeVries moved to adjourn the meeting. Kollmeyer seconded. Carrier yea, Crise yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Kollmeyer yea. Motion carried.

The meeting adjourned at 4:35 p.m.

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Board of Trustees

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Debbie Eckert, Director of Business Operations