



Springfield-Greene County Library Board of Trustees
February 21, 2012
Minutes

The Springfield-Greene County Library Board of Trustees met on Tuesday, February 21, 2012, at the Library Center with Leslie Carrier presiding.

Members present: Leslie Carrier, Martha Crise, Kenton DeVries, Vickie Hicks, James Jeffries, Kim Kollmeyer, Jim Meadows, David Richards

Member absent: Cheryl Griffeth,

Disposition of Minutes: Hicks moved to approve the January 17, 2012, minutes. Kollmeyer seconded. Carrier yea, Crise yea, DeVries yea, Hicks yea, Jeffries yea, Kollmeyer yea, Meadows yea, Richards yea. Motion carried.

Finance and Personnel Committee: Kollmeyer reported for the Finance-Personnel Committee that with 58.3 percent of the year gone by, the Library is 4.3 percent under budget. Current tax revenue for January was \$7.99 million. Also received in January was a \$100,000 payment to Account 4312 Trust Income from the Cain trust, and it has been deposited into the reserve account and is unrestricted. For expenses, Account 5232 Minor Equipment is over until budget revisions occur in March. Annual service contracts have increased the office equipment and repairs expense category but will smooth over time. Cash in bank is currently at \$9,830,410, with \$187,176 of that being in the reserve account.

Buildings and Grounds Committee: Meadows reported that the Buildings and Grounds Committee met on February 14, 2012:

- Flooring was to be completed at the Library Center.
- The Fair Grove Branch was painted on February 20 and 21.
- The delivery vans will be retro-fitted with back-up cameras for safety.
- Buildings and Grounds staff constructed a new counter for Between Friends Gift Shop at the Library Station.
- The Buildings and Grounds Committee held a closed session to discuss real estate.

Programs-Services-Technology Committee: Jeffries reported that the Programs-Services-Technology Committee met on February 15, 2012. A program entitled “Cutting Edge Libraries” was presented by Library Center Branch Manager Lorraine Sandstrom, Library Center Youth Services Manager Sarah Bean Thompson, Planning and Development Librarian Gay Wilson, Brentwood Branch Children’s Department Manager Kelley Johnson, and Collection Services Manager Lisa Sampley. A few highlights Jeffries noted were award winning designs with rolling shelves and modular furniture, as well as innovative programming and a redesigned collection organization system using a neighborhood concept similar to book stores.

Report of the Director:

- Cooper introduced Valerie Richardson, the new Foundation and Development Director.
- A grant for \$1,000 has been awarded by Dollar General for a teen-lead summer book club.
- Youth Services Manager Nancee Dahms-Stinson and her staff have applied for a WIC grant to add funding to increase the position held by Stephanie Smallwood to be a full-time one.
- Food for Fines collected 9,901 pounds of food collection and more than \$5,000 in fines were waived.
- Two digital billboards now include spots for the Library provided free to us by Greg Watkins of Watkins Outdoor Advertising.
- January e-book circulation was almost 7,000 (September was around 3,000). About 6,200 different mobile devices accessed the Library's web site in January.
- Background information on the Sims trust was presented. It is now the Willard Branch fund at the Community Foundation of the Ozarks. The fund had incurred losses with the economy downturn in 2008 but has now almost recovered that loss.

Miscellaneous Items: Karolyn Cline and Michael Short of Oppenheimer & Co. Inc. recapped their presentation for the full board on refunding (refinancing) the Series B bond debt. Scenario 1 would involve refinancing the debt while keeping the term the same (ten years), which would result in a net savings to the Library of approximately \$362,905. The board discussed the options and received the recommendation from the Finance-Personnel Committee to proceed with the refunding process. Hicks moved to approve the refunding of the Series B bond debt according to Scenario I. Crise seconded. Carrier yea, Crise yea, DeVries yea, Hicks yea, Jeffries yea, Kollmeyer yea, Meadows yea, Richards yea. Motion carried. Short and Cline will prepare a timeline for the process and contact the Kansas City firm Gilmore & Bell to serve as bond counsel.

Board Education: The Library Center Branch Manager Lorraine Sandstrom, Library Center Youth Services Manager Sarah Bean Thompson, Planning and Development Librarian Gay Wilson, Brentwood Branch Children's Department Manager Kelley Johnson, and Collection Services Manager Lisa Sampley presented "Cutting Edge Libraries." Some of the ideas featured were:

- "Sparkopolos," a gala event fundraiser;
- Library Design Showcase 2011 from *American Libraries*, showing innovative use of space, modular furniture, and bold signage;
- Innovative programming such as "Lunch and Learn," a summer-months program for lower-income students, and "Check Me Out," experts presenting programs;
- Use of Twitter to promote a readers' advisory service;
- Text notifications and correctional facility outreach;
- New revenue streams such as passport acceptance and Redbox-style DVD rental units;
- Innovative ways to market the Library and its services;
- BISAC collection organization, which uses "neighborhoods" similar to bookstores.

New Business:

- Cooper presented a proposal to charge a fee for exam proctoring services currently offered by the Library free of charge. After discussion, the board agreed to table the matter until further information could be presented.

- Cooper presented a proposal to revise the meeting room policy. After discussion, Hicks moved to approve the new policy as revised. Crise seconded. However, upon further discussion, Carrier suggested the matter be tabled; Hicks withdrew her motion, and the board agreed to add the topic to next month's agenda.
- Carrier suggested changing the retreat date since April 17 is tax day for accountants on the board. An email will be sent out by staff with alternate dates to check on.
- Carrier asked the board to send her ideas for board retreat topics.

Crise made a motion to adjourn to closed session for real estate. Kollmeyer seconded. Carrier yea, Crise yea, DeVries yea, Hicks yea, Jeffries yea, Kollmeyer yea, Meadows yea, Richards yea. Motion carried.

The meeting adjourned to closed session at 5:15 p.m.

Board of Trustees

Director of Business Operations