



**Springfield-Greene County Library Board of Trustees  
July 19, 2016  
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, July 19, 2016, at 4:00 p.m. at the Ash Grove Branch Library, 101 E. Main, Ash Grove, Missouri. Members of the Board of Trustees were present or absent as follows:

**Present/Absent**

Andrea McKinney, Vice President and Member:	Absent
Steven Ehase, Secretary and Member:	Absent
Michele Risdal-Barnes, Treasurer and Member:	Present
Derek Fraley, Member	Present
Bill Garvin, Member	Absent
James Jeffries, Member:	Absent
Catherine Moore	Present
Ashley Norgard, Member	Present
Matthew Simpson, Member:	Present

The Treasurer of the Board of Trustees Michele Risdal-Barnes declared that a quorum was present and called the meeting to order.

Election of Officers, 2016-2017: Norgard presented the following slate of officers for 2016-2017:

President: Andrea McKinney  
Vice President: Michele Risdal-Barnes  
Secretary: Bill Garvin  
Treasurer: Matthew Simpson

**Committee Appointments:**

**Finance and Personnel**

Derek Fraley, Chair  
Andrea McKinney  
Matthew Simpson

**Buildings & Grounds**

James Jeffries, Chair  
Steven Ehase  
Bill Garvin  
Michele Risdal-Barnes

**Programs, Services & Technology**

Ashley Norgard, Chair  
Michele Risdal-Barnes  
Catherine Moore

Fraley moved to approve the slate of officers as presented; Simpson seconded. Fraley yea, McKinney yea, Moore yea, Risdal-Barnes yea, Simpson yea. Motion carried. Risdal-Barnes as Vice-President presided over the meeting.

#### Introduction of New Trustee:

Cooper welcomed Katie Moore, who is a big library user, former Junior League of Springfield President, and attorney at Baird Lightner Millsap law firm. The Library is excited to welcome her.

Disposition of Minutes: The minutes of June 21, 2016 were corrected on page 4 paragraph 1 for the spelling of Catherine Moore. Norgard moved to approve the minutes of the regular session board meeting of June 21, 2016 as corrected; Moore seconded. Fraley yea, McKinney yea, Moore yea, Risdal-Barnes yea, Simpson yea. Motion carried.

#### Standing Committees:

Finance and Personnel Committee: Committee chair Fraley reported for the Finance-Personnel Committee. With 100 percent of the year elapsed, the Library was 5.2 percent under budget for total expenditures. Out-of-county fees were less than expected at 95 percent and the consortium payments were less because Pulaski County pulled out of the consortium. Friends of the Library grants were less due to a timing issue and healthcare expenses were less than expected. Fraley discussed the big three expenses (motor vehicle, Brentwood, and computer hardware) in the total capital outlay as addressed in his handout, "Impact of One Time Expenditures on Year End Net Revenue with Corresponding outside Support Backed Out." Copies of the handout were distributed. Trust investments are good income for the Library because they do not fluctuate a lot. Discretionary budget expenditures are at 85 percent of what we had budgeted. The only item that came over budget was minor equipment.

Buildings and Grounds Committee: Garvin reported for the Buildings and Grounds Committee.

- The engine in Van #10 needed to be replaced, but was under warranty.
- There was routine maintenance done on HVAC units, and at the Midtown Carnegie Branch some components had to be replaced at a cost of \$2,300.
- The generator in the Mobile Library was not working and a sensor had to be repaired.
- Bids were sought for cleaning services for the district. Three bids were received, but one was withdrawn. The winning bidder was the current provider, EMS.
- The men's restroom renovation at the Library Center was completed.
- The Brentwood Branch renovation had a lot of activity, and Associate Director Jim Schmidt provided copies of field reports for the committee to review. Two unexpected conditions at the renovation were some water damage to a soffit and fascia, and an unexpected use of cinder block rather than brick on the southeast wall.

#### Report of the Director:

- Our newest Board of Trustees member, Catherine Moore went through new board member orientation on July 8. Katie is a lawyer with the firm Baird Lightner Millsap & Harpool. She replaces Michelle Nahon Moulder whose term expired at the end of the fiscal year.

- Loyal Friends of the Library volunteer Pat Myers, was honored as a Gift of Time nominee at the recent 2016 Gift of Time Awards Luncheon.
- Planning & Development Librarian Gay Wilson has been invited to serve as a member of the Respecting Choices Steering Committee and Copy Writer Sarah Rosendahl has been invited to serve as a member of the Respecting Choices Advisory Committee.
- The recent American Library Association annual conference in Orlando featured programs and participation from some of our SGCL staff. Local History & Genealogy Department Manager Brian Grubbs presented at a preconference on getting youth interested in genealogy. Youth Services staff Sarah Bean Thompson and Valerie Bogart presented a session called “Geeky Programming on a Ramen Noodle budget.” Cooper finished her three-year term on the ALA Executive Council and member of the ALA Planning & Budget Assembly.
- Legislators from southwest Missouri are dropping by our branches this summer to read to kids at our storytimes. Also, television personalities from KY3 are guests at storytimes throughout the District.
- On August 8 the Library Center welcomes a traveling exhibit “Alexander Hamilton: The Man Who Made Modern America”. The exhibit from The Gilder Lehrman Institute of American History runs through September 5.
- On July 6, Governor Jay Nixon announced withholds of funds from the FY17 state budget. Included in the withholds are \$1.5 million from State Aid to Public Libraries, \$750,000 from REAL Program and \$105,000 from the A&E funding. Legislators now have the opportunity to veto the withholds. We will be watching the situation carefully.
- The Between Friends Gift Shop held their second annual sidewalk sale on June 22. Sales totaled almost \$2,600.
- The Library received \$750 in IMLS grant funds for participating in the University of Missouri’s PuLL program for training future public library leaders.

#### Annual Report of the Director, 2015-2016:

- Construction of the “NEW” Brentwood got underway in spring 2016. The Library Board selected Morelock-Ross as the general contractor of the renovation project. Staff moved out, we held a garage sale to get rid of furniture no longer needed, and we partied with patrons to say farewell to the building as they have known it since 1971. The Library Foundation hosted a final closing celebration and fundraiser called Hard Hats & Highballs. We opened a small temporary location with limited service in the Brentwood Center across from Battlefield Mall. Those staff members not needed at the temporary site were assigned to other branches or District departments to fill gaps, work on special projects and get some different library experience for their resume. We are currently on schedule to open the new Brentwood in early December under a new name: The Schweitzer Brentwood Branch Library.
- A new Strategic Plan for 2016-2020 was approved by the Trustees in October 2015. We have already begun two of the projects – wireless printing and the Brentwood renovation. Other plan highlights include exploring 7-day/24-hour kiosks and other remote service options; using analytics to enhance marketing and promotional services; systematic evaluation and replacement of HVACs and flooring; and exploring modifications to library services to best serve patrons with physical, sensory, psychiatric, neurological and/or cognitive disabilities.

- The Board of Trustees welcomed three new members to replace outgoing members Kenton DeVries, Kim Kollmeyer and David Richards. The Greene County Commission appointed Derek Fraley, of Bancorp South. Derek previously served on The Library Foundation Board. The City of Springfield appointed William Garvin, director of the Olin Library at Drury University; and Ashley Norgard, an attorney with the law firm Husch Blackwell.
- The Friends of the Library had another record year in fundraising. Their fall 2015 book sale total was the largest to date: \$147,337.21, and the spring 2016 sale was the second-largest to date: \$135,958.23. The spring sale moved to the E\*Plex at the Ozark Empire Fairgrounds after the location at Remington's on Republic Road closed its doors. With the move, the Friends lost one day of sales that they usually have and still had remarkable results. The Friends have finished paying their original \$300,000 pledge to the Renew Brentwood campaign and pledged another \$200,000 in matching funds for cash raised by the Foundation. In addition, they funded musical concerts, plant service, programming and unexpected branch expenditures throughout 2015-2016.
- The Library Foundation launched the public phase of the capital campaign for Brentwood with a block party in September 2015. The steering committee has been working hard to finish raising money to reach the \$2.5 million goal. As of the end of the fiscal year, June 30, 2016, only \$30,000 remained to be raised.
- The Between Friends Gift Shop expanded its annual Holiday Store from the Library Center, Library Station and Brentwood Branch to smaller versions of the store at the Republic, Willard, Midtown Carnegie and Ash Grove Branches. Total sales from the Holiday Store were almost \$12,000 in 2015. Proceeds from the Holiday Stores benefit the Library, The Gift Shop also held a second annual sidewalk sale in June 2016, raising nearly \$2,600.
- The Local History & Genealogy Department was reclassified from a department of the Library Center to a Support Department for the entire District. Local History continued its Over There: Missouri and the Great War digitization project, and launched the website *missourioverthere.org*. The department created a display about the Beatles' 1964 visit to the Ozarks. A cardboard stand-up of Paul McCartney placed in the concourse enticed visitors to check out the exhibit. The staff also used the Library's 3-D printer to create a hinge needed for the exhibit case. The Smithsonian National Museum of African American History and Culture requested permission to use a photograph from the Library's Frisco digitization project in its permanent gallery. The Library signed a memorandum of agreement with the Ozarks Genealogical Society to allow patrons to check out the materials that have been housed in the Local History and Genealogy Department since 1983. The Library was the recipient of an IMLS grant to fund a project to digitally scan about 7,000 photographs from the Springfield News-Leader collection and make them available online. The project began June 1, 2016 with photo archives from 1947-1962.
- New technology introduced this year included Zinio for Libraries, enabling library cardholders to read more than 120 magazines on smartphones, tablets and other portable devices. The Library began checking out Wi-Fi hot spots in February 2016. All 38 hot spots were check out on the first day, and a total of 555 holds were placed in the first week. Propio Language Services provides over-the-phone interpreting for over 200 languages. Raspberry Pis became available for checkout. A new reader/scanner was

purchased for the Local History and Genealogy Department. Mobile printing was launched June 1, 2016.

- The Strafford Branch had an unexpected opportunity to expand into the adjacent bay in the Chestnut Plaza shopping center. As a result, we added a new community room and created an adult reading room in the original community room, added study rooms and an office for the branch manager. MOBIUS welcomed Nazarene Theological Seminary as another source for borrowing materials. Passport acceptance and photos at the Library Center and Library Station continued to be a popular service, bringing in a total of \$163,800 during the fiscal year. Mercy Hospital's Van K. Smith Community Health Library became a satellite location for the District.
- Staff participated in the Community Listen events hosted by the City of Springfield. The Library will be a partner in the Zone One Blitz that came out of the Community Listen. After December flooding in the area, the Library Center hosted FEMA and Small Business Administration representatives to help those folks who had flood-related damage. The Library was one of the community partners with the Springfield Metropolitan Bar Association's programs and exhibit, Magna Carta: Enduring Legacy 1215-2015.

Foundation Update: Richardson reported that the balance of money needed to be raised for the ReNew Brentwood campaign is \$29,345. The Steering committee is reviewing direct mail solicitations and may ask some of these to be face to face. Business will be urged to contribute a total of \$1,000 in order to have their name added to the donor wall. She is also working on a grant with the Ball Foundation. Staff have contributed monthly with jeans days and payroll deductions, and Give Ozarks Day. During the first two jeans days, staff raised over \$100 each. There will be another wine tasting event tomorrow evening at 5:30 p.m. at the International Wine Center. Each wine tasting event nets between \$500 and \$700 for Brentwood.

Adjournment: Simpson moved to adjourn the regular session; Norgard seconded. Fraley yea, McKinney yea, Moore yea, Risdal-Barnes yea, Simpson yea. Motion carried.

The regular session was adjourned at a 4:47 p.m.

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Board of Trustees

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Planning and Development Librarian