



**Springfield-Greene County Library Board of Trustees
March 17, 2015
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, March 17, 2015, at 4:00 p.m. at the Republic Branch Library, 921 N. Lindsey Ave., Republic, Missouri. Members of the Board of Trustees were present or absent as follows:

Present/Absent

James Jeffries, President and Member:	Present
Michelle Moulder, Vice President and Member:	Absent
Steven Ehase, Secretary and Member:	Present
Andrea McKinney, Treasurer and Member:	Present
Kenton DeVries, Member:	Present
Kim Kollmeyer, Member:	Present
David Richards, Member:	Present
Michele Risdal-Barnes, Member:	Present
Matthew Simpson, Member:	Absent – arrived later

The President of the Board of Trustees declared that a quorum was present and called the meeting to order.

Disposition of Minutes: The minutes of February 17, 2015 were corrected on page 2 to read “May 5, 2015” rather than just “May, 2015.” Richards moved to approve the minutes of the regular session of January 20, 2015 and the minutes of the regular session of February 17, 2015 as corrected; McKinney seconded. DeVries yea, Ehase yea, Jeffries yea, Kollmeyer yea, McKinney yea, Richards yea, Risdal-Barnes yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: With 66.7 percent of the budget year elapsed, the Library was 9.7 percent under budget. Total year-to-date revenues were \$12,220,482.91, with current taxes at \$10,211,370.47 year-to-date. PILOT (payments in lieu of taxes) were over budget at \$26,865.57 for the year. FIT (financial institution taxes) were at 110 percent of budget. Miscellaneous income was at 109.8 percent of budget due to passport acceptance. Personnel expenses were at 60.5 percent of budget, Operating and Maintenance expenses were at 50.6 percent, and Charges and Services were at 60.4 percent of budget. Overall, operating expenses were 8.4 percent under budget. The debt service payment will be made later in March.

Cooper presented the proposed budget revisions for FY2015. Unanticipated grants accounted for most of the revenue markups. Some revenue markdowns occurred due to changes in the timing of multi-year grant payments, particularly the WWI Digital Imaging grant, in which the first payment came in during 2013-2014 and the final payment will not arrive until 2015-2016. Account 5382 Building Rentals had included Brentwood renovation alternate site rental, which will not be used in 2014-2015 and instead will go into the reserve fund. Account 6411 was marked up for the purchase of a salt spreader for the Buildings and Grounds Department. Multiple expense accounts for unanticipated grants were also marked up. State Aid will remain in the budget, pending the Governor's decision. Upon the committee's recommendation, Risdal-Barnes moved to approve the budget revisions as presented; DeVries seconded. DeVries yea, Ehase yea, Jeffries yea, Kollmeyer yea, McKinney yea, Richards yea, Risdal-Barnes yea. Motion carried.

Wyly presented the results of the Request for Proposals for Banking Services and reported on the recommendations made to the Finance-Personnel Committee. DeVries abstained from either commenting or voting. The following recommendations were made: 1) continue purchasing card services without making a change, 2) accept the bid for continued service from Springfield First Community Bank through provider Shetland Financial for merchant services, 3) accept the bid from Guaranty Bank for depository services, and 4) to make no award at this time for investment services.

[Simpson entered the meeting]

Ehase moved to accept the bid by Guaranty Bank for depository services as well as the other recommendations as presented; Richardson seconded. DeVries abstain, Ehase yea, Jeffries yea, Kollmeyer yea, McKinney yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Buildings and Grounds Committee: (no meeting in March)

Programs-Services-Technology Committee: Richards reported on the February meeting of the committee. Library Station Circulation Manager Jordan Gloyd and Reference Manager Tysha Shay presented an update on the branch and gave a tour of the Library Station facility to the committee.

Report of the Director:

- The Library has been chosen to host the traveling exhibition, "Exploring Human Origins: What Does It Mean to Be Human?" The exhibit will be at the Library Center concourse from May 7 to June 3, 2016.
- Library Station Reference Manager Tysha Shay was named a 2015 Mover & Shaker by Library Journal. She was awarded for her work in creating the Stories for Life program.
- Electronic Resources Librarian Renee Brumett has been elected to a two-year term to the Innovative Users' Group, IUG, steering committee.
- Staff raised \$631 for Springfield Police Officer Aaron Pearson with Denim Day, which allowed staff to wear jeans to work one day for a minimum donation of \$5. All proceeds went to Officer Pearson.
- Library staff posted information on the District's Facebook page about the governor's

withholding of library funds and created an online petition for citizens to sign, asking the governor to release the funds. Cooper also wrote a letter to the editor addressing this issue.

- Cooper attended her first Innovative Director’s Symposium on March 2 – 4 in New Orleans. She met with library directors from all across the world whose libraries use the III integrated library system.
- The Edge Community Technology Center recently received this comment on a class evaluation: “... I want the ‘powers that be’ to know how thankful I am for the Edge programs. The teachers are awesome!”
- Cooper reported that the location of the board retreat in April was still pending.

Foundation Update: No report.

Board Education: The scheduled presentation was postponed.

New Business: The board considered the revised Purchasing Policy. Deletion of the word “etc.” from the fourth paragraph was suggested. Simpson moved to approve the revised policy with the deletion of “etc.”; Kollmeyer seconded. DeVries yea, Ehase yea, Jeffries yea, Kollmeyer yea, McKinney yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Staff Recognition: Republic Branch Library Assistant Pam Howard was recognized by the board upon her retirement for her 34-year service to the Library. She will begin part-time in Collection Services.

Adjournment to Closed Session: Risdal-Barnes moved to go into closed session; Kollmeyer seconded. DeVries yea, Ehase yea, Jeffries yea, Kollmeyer yea, McKinney yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried. The board went into closed session at 4:55 p.m.

Board of Trustees

Director of Business Operations