



Springfield-Greene County Library Board of Trustees
May 18, 2010
Minutes

The Springfield-Greene County Library Board of Trustees met on Tuesday, May 18, 2010, at the Willard Branch with Neil Guion presiding.

Members present: Leslie Carrier, Kenton DeVries, Neil Guion, Vickie Hicks, David Richards

Member absent: Martha Crise, Cheryl Griffeth, Kim Kollmeyer, Rod Nichols

Disposition of Minutes: Hicks moved to approve the April 20, 2010, minutes from the regular and closed sessions. Carrier seconded. Carrier yea, DeVries yea, Guion yea, Hicks yea, Richards yea. Motion carried.

Finance and Personnel Committee: DeVries reported Jeff White from First Choice Administrators updated the committee on how health care reform will affect the Library. Because the Library is partially self-funded, there should not be significant changes. The disputed telephone equipment charges as well as the e-rate reimbursements should be applied by fiscal year-end.

Through April, the Library was 1.8 percent under budget. Year-to-date revenues totaled \$11,994,963 versus \$10,039,125 in expenses. Income included third and fourth quarter state aid disbursements from the Missouri State Library. Grant income included: Library Foundation for Big Read author visit, Republic Branch, Library Center Story Garden and Library Station donations; U. S. Department of Education Ready-to-Learn and Missouri Parent Information Resource Center.

Expenses included three pay periods in April for Account 5111 Salaries. Account 5319 Professional Services included speaker fees for Big Read Author Richard Peck and the Chautauqua performers. Account 5331 Travel included expenses for staff to attend the Public Library Association conference in Portland, Ore. Account 5372 Vehicle Repair reflected Bookmobile repairs. Account 6411 Office Furniture and Equipment included a bookcase for the Park Central Branch.

Hicks moved to accept the financial report. Richards seconded. Carrier yea, DeVries yea, Guion yea, Hicks yea, Richards yea. Motion carried.

Executive Director Regina G. Cooper reviewed the 2010-2011 preliminary budget. The budget is austere. Property tax income was budgeted at a 2.5 percent increase over the previous year. A \$20,000 contingency fund was included in the budget. Rental income decreased because Springfield Public Schools will not renew the lease for the parking lots north of the Midtown Carnegie Branch. The Library is seeking a new renter for the parking lots. Expenses increased more than revenues with utilities increasing 15 percent and building rentals 21 percent. Only needed repairs will be done. No additional staff positions will be added although a 1 percent cost of living adjustment is included in the budget. Library Collections are recommended to remain flat at 16.5 percent of operating expenses; however, the Library Collections amount increased because of the increased operating expenses. The training budget has been cut by 33 percent. The vote for budget approval will be at the June Board meeting.

Buildings and Grounds Committee: Leslie Carrier reported the City of Ash Grove will begin grant-approved downtown streetscape improvements. Empire Bank donated \$500 to the Library Foundation that will be used to protect and cover the historic Frisco steam locomotive bell at the Library Station. The gift was in recognition of the Library's patience during the bank's renovations. A baby changing station was purchased for the Fair Grove Branch. The internal sprinkler system at the Library Center was repaired in preparation for the annual backflow preventer testing. Facilities Manager Allen Woody will contact the Republic Branch landlord about a few items remaining on the punch list. In the Foundation Board retreat, a goal was set to raise \$50,000 above private grants for the bookmobile during the next fiscal year. Foundation Director Michelle Creed will report on the fund development plan for the next fiscal year at the August Library Board meeting.

Programs, Services and Technology Committee: Funding Information Center Librarian Tammy Flippen and Business Reference Librarian Mike DePue gave overviews of the business and funding resources available as well as the online collections as part of the strategic planning reports. Business Reference and the Funding Information Center will be presented in separate reports as part of the board education at future board meetings.

Circulation in April decreased 6.2 percent with 308,598 materials circulating systemwide. The Library is purchasing fewer copies of titles, which could be a reason for the decrease in circulation. Total branch traffic increased .4 percent with 166,269 patron visits. Systemwide, 1,511 groups used the meeting rooms with an attendance of 8,804. There were 507,862 searches from remote use of the Library's electronic products. The Web server recorded a total of 1,446,314 page views by 82,115 visitors during April.

Report of the Director: Executive Director Regina G. Cooper reported the Friends of the Library Spring Book Sale totaled \$104,237.41. Trustee Vickie Hicks, Missouri State University Lady Bears basketball team, Foundation Board members, library staff as well as Friends members volunteered at the sale.

Gay Wilson began employment on May 3 as Planning and Development Librarian. Wilson worked for the Library District several years ago, and for the last seven years was the director of the Webster County Library.

The Business Librarian position has been posted. Funding Information Center Librarian Tammy Flippen will be at the Atlantis shuttle mission headquarters in Houston, Texas, and will be tweeting about her experiences throughout the day.

The Library received a \$4,459 increase in the Library Services and Technology Act (LSTA) Summer Reading to Go grant, bringing the funding total to \$19,020. The Library also was awarded an LSTA short-term grant for \$14,879 to purchase seven early literacy computers.

Author Richard Peck personally greeted more than 200 patrons on two evenings as part of the Big Read programs. More than 700 people attended the Chautauqua programs funded by the Missouri Humanities Council and the Friends of the Library. The public requested a Chautauqua again next year.

New Business: Hicks moved to appoint Doug Lee and Kenton DeVries to six-year terms on the Public Building Corporation Board of Trustees replacing Gary Funk whose term expires June 30, 2010, and Vickie Hicks who resigned from that board. Carrier seconded. Carrier yea, DeVries yea, Guion yea, Hicks yea, Richards yea. Motion carried.

Carrier moved to approve the Bulletin Board Postings and Literature Distribution Policy with corrections. DeVries seconded. Carrier yea, DeVries yea, Guion yea, Hicks yea, Richards yea. Motion carried.

The Board reviewed the election of officers process as outlined in the by-laws. Officers are elected at the July meeting for the ensuing fiscal year.

Business Reference Librarian Mike DePue was presented with an album of photographs with memories of his 29 years of service with the Library District.

Trustee David Richards reported that part of the Greene County Archives renovations included the addition of a shower in the restrooms for cyclists. Staff has suggested restroom showers at Library facilities, and Facilities Manager Allen Woody reported the idea was investigated about three years ago.

Carrier moved to adjourn the meeting. Richards seconded. Carrier yea, DeVries yea, Guion yea, Hicks yea, Richards yea. Motion carried.

The meeting adjourned at 5 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager