



**Springfield-Greene County Library Board of Trustees
November 18, 2014
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, November 18, 2014, at 4:00 p.m. at the Library Station, 2535 N. Kansas Expressway, Springfield, 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:	Present
Steven Ehase, Secretary and Member:	Absent
Andrea McKinney, Treasurer and Member:	Absent
Kenton DeVries, Member:	Present
Kim Kollmeyer, Member:	Absent
David Richards, Member:	Present
Michele Risdal-Barnes, Member:	Present
Matthew Simpson, Member:	Present

Guest: Rob Rebmann, Roberts, McKenzie, Mangan & Cummings

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

Disposition of Minutes: Moulder moved to approve the minutes of the regular session of October 21, 2014; Simpson seconded. DeVries yea, Jeffries yea, Moulder yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Standing Committees:

Finance and Personnel Committee:

Auditor Rob Rebmann of Roberts, McKenzie, Mangan and Cummings presented the annual audit report for the 2013-2014 budget year. Rebmann commended the Library and the setup we have with an independent CPA to review its monthly financial reports. Electronic copies of the audit will be provided to the board members. The main section is the Management Discussion & Analysis which includes information provided by management giving the highlights and comparison from last year's audit. That is the summary of the documents of this report. Government standards require pension plan and budget comparisons listed in the report. On page one, the opinion is an unmodified opinion. There is nothing to be modified and is a clean report. Second section on page six deals with compliance with laws and regulations, and the auditors did not find any of issues. Results of both sections are clean reports with no deficiencies. The Library is in a very strong financial position and it is a clean audit. Jeffries asked if this report includes the Foundation. Rebmann shared that the

Library Foundation is a footnote. Their audit is going to be presented to the Foundation Board. Jeffries said that he is sure that the Foundation will share their statement with us. DeVries moved to accept the auditor's report. Moulder seconded. DeVries yea, Jeffries yea, Moulder yea, Richards yea, Risdal-Barnes yea, Simpson yea. Report accepted.

DeVries reported for the Finance-Personnel Committee. The Library received a little tax revenue this month and \$182,465.66 for the current fiscal year. Most of the income was in the Revenue Other than Taxes and totaled under \$144,000. Personnel is at 29.8 percent of the budget, operating maintenance is 24.1 percent of the budget, charges and services is 27.3 percent, and telephone is 71.3 percent of the budget spent. The utilities are running higher than anticipated at 34.9 percent. Expenditures for the month are \$948,497 and 6 percent under budget. The general checking account cash balance is \$2,495,305.

Buildings and Grounds Committee: Richards reported on the November 11, 2014 meeting:

- At the Library Center the skylight was replaced on November 6. During the replacement, the circulation desk and areas under the skylight were fenced off.
- At the Midtown Carnegie Branch the updating of the public restrooms on the first floor was completed and eight of the stained glass panels have been repaired.
- Larry Snyder and Company construction has created a new sidewalk to the basement entrance. Conco Companies provided the concrete.
- The sidewalk repair at the Ash Grove Branch is still in progress.

Programs-Services-Technology Committee: Moulder reported that the committee met on November 12, 2014 at the Edge Community Technology Center and Krissy Sinor, Training Coordinator, presented the committee an update of the exciting new technology available at the Edge. Sinor is scheduled to provide a presentation to the full board at the January meeting.

Report of the Director:

- The Library has once again been named a Library Journal Star Library for 2014.
- The Library Center turned 15 on November 7 and celebrated with a Sunday afternoon concert featuring Cindy Woolf and Mark Bilyeu.
- The Friends have once again sold over \$100,000 worth of materials at the Fall Book Sale: \$110,786.23 to be exact.
- The governor has released \$723,776 in withheld funds to small libraries.
- The 2013-2014 E-rate reimbursement of \$14,759.34 for Mediacom has been approved.
- On January 1, 2015, the Missouri minimum wage increases from \$7.50 to \$7.65.
- Another Chapter 99 Tax Abatement is coming before Springfield City Council on November 10. If approved, property taxes for the Hampton Townhouse Redevelopment located at 311, 319 & 325 S. Hampton Ave. will be held at the level before redevelopment for 10 years.
- The Republic Branch now has a mini-gift shop for the convenience of patrons.
- Patrons will soon have the ability to sign up for text message alerts about library materials, as well as the ability to renew materials by text message.
- Well-known children's author and illustrator Jan Brett will bring her bus to the Library Center on December 5.
- The Library District will participate in the Springfield Christmas parade on December 13.

Foundation Update:

Cooper reported for the Foundation and Development Director Valerie Richardson on the status of the Brentwood Capital Campaign. Richardson has spoken with some banks and have given a verbal commitment; however, they are waiting for the Foundation’s approval for NAP tax credits before they donate.

New Business: Human Resources Manager Lori Strawhun presented the information from the Finance-Personnel Committee meeting on health care costs for 2015. Strawhun shared that the self-funded platform is doing well and that we will not be making a lot of changes. The premiums will remain the same and the only increase will be \$2,600 out of pocket maximum on our pharmacy benefits. Coverage for employees is paid at 100 percent and employees will pay approximately \$600 for their spouse, \$750 for children and \$1,300 for family coverage. There will be a 14 percent increase on the dental plan. This year the Library went to Barker Phillips Jackson for additional help. Lincoln Financial had the best package with a 7 percent reduction in rates. It is worthwhile move with a wide network. The vision plan will be different and the part-time dental has a lifetime deductible of \$100 instead of an annual deductible. Moulder moved to approve the healthcare benefits as outlined by Strawhun; DeVries seconded. DeVries yea, Jeffries yea, Moulder yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried

Cooper’s review is coming up and administrative staff and board members will each receive an evaluation form that are mailed to Andrea McKinney. Cooper will do the self-evaluation herself.

- Adjournment to Closed Session: The President of the Board of Trustees cited § 610.021, RSMo with regard to the scheduled closed session: “Except to the extent disclosure is otherwise required by law, a public governmental body is authorized to close meetings, records and votes, to the extent they relate to the following: . . . (2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor. . . .” Simpson moved to go into closed session; Moulder seconded. DeVries yea, Jeffries yea, Moulder yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried.

The board went into closed session at 4:40 p.m.

Board of Trustees

Planning & Development Librarian