



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

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, November 17, 2015, 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:

	<u><b>Present/Absent</b></u>
Michelle Moulder, President and Member:	Present
Andrea McKinney, Vice President and Member:	Present
Steven Ehase, Secretary and Member:	Present
Michele Risdal-Barnes, Treasurer and Member:	Absent
Derek Fraley, Member	Present
Bill Garvin, Member	Present
James Jeffries, Member:	Present
Ashley Norgard, Member	Present
Matthew Simpson, Member:	Present

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

Disposition of Minutes: Simpson moved to approve the minutes of the regular session of October 20, 2015; Ehase seconded. Ehase yea, Fraley yea, Garvin yea, Jeffries yea, McKinney yea, Moulder yea, Norgard yea, Simpson yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: Simpson reported for the Finance-Personnel Committee. With 33.3 percent of the year elapsed, the Library was 2.2 percent under budget. Some larger buildings and grounds expenses were expected in November. Tax revenue will increase in December. Other revenue continued to run as expected, with grant revenues at 58.2 percent. Interest income was also higher than budget. For expenses, health claims were still low at 14.2 percent of budget, and motor fuel was also well under budget at 18.0 percent. The committee also discussed looking at software as a separate expense line. The committee also heard the report of Human Resources Director Lori Strawhun about health care options for the 2016 calendar year, and her report will come under new business later in the meeting.

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

- Awnings were constructed for staff entrances at the Library Station and the Library Center for protection from the weather.
- Flooring was replaced in the Collection Services Department at the Library Center.
- The staff parking lot gate at the Library Center has been replaced.
- Two more new HVAC units have been installed at the Library Center as scheduled.
- The Strafford Branch library was presented with the opportunity to lease an additional 1,250 square feet, which would take it from 2,500 square feet to 3,750 square feet. The increase in the Strafford Branch rental costs would be about \$8,000 per year, with a per-square-foot cost decreasing from \$10.65 per square foot to \$9.26 per square foot. If approved, the Library would use the space for a meeting/conference room and individual study rooms. Infill costs would be about \$1,500 to \$2,500. The proposed new lease would be a three-year contract with options to renew three times for three-year terms each. The proposed new lease would be effective January 1, 2016. Garvin moved to approve the Buildings and Grounds committee's recommendation to acquire the additional space and execute the new lease at the Strafford branch; McKinney seconded. Ehase yea, Fraley yea, Garvin yea, Jeffries yea, McKinney yea, Moulder yea, Norgard yea, Simpson yea. Motion carried.

Report of the Director:

- The Friends fall book sale total was \$147,337.21, or 13 percent higher than their record high at the spring sale of \$129,940.14.
- The Hospice Foundation of the Ozarks, Inc. approved a grant of \$39,684.08 for the Educational Series on End of Life Issues. A formal announcement of the grant award will be made at 2:00 p.m. on December 3 at Twin Oaks Country Club.
- The Library was named a Library Journal Star Library again for 2015. The Library is a three-star library in the category of \$10 million – \$29.9 million budget. The four criteria are 13.3 circulations per capita, 7.3 visits per capita, 0.5 program attendance per capita and 1.9 public Internet computer use per capita.
- Library Center Reference Associate Anna Mattonen was accepted into the 2016 class of the American Library Association Emerging Leaders. This is a leadership development program for new library professionals.
- The Library entered into a new partnership with Mercy Hospital libraries. The Mercy Van K. Smith Community Health Library is now a satellite location for the district. SGCL cardholders may now pick up holds and return materials there. New patrons may register for an SGCL library card at Mercy's library. Mercy library users may return materials at any SGCL book drop. This is a first step in supplying more pick-up and return locations as requested in the public user survey.
- The Library was offered a chance to participate in the TumbleBook Library-School Partnership pilot program. The pilot will run from mid-November through March 31 and will provide access to the TumbleBook Library at area schools at no charge to the Library or the schools.
- The Creative Foundry is closing at the end of November. The Park Central Branch had been renting space next door in the foundry building, which provided access to office space, a conference room and a break area for staff.

- Remington's on Republic Road is closing at the end of December and will be put on the market. The Friends of the Library have been renting Remington's for their book sales for the last several years. The Friends put together a task force to look for a new location for the book sales, and signed a contract with the E-Plex at the Ozark Empire Fairgrounds to have the April and October 2016 sales there.
- On October 28, several staff traveled to Lawrence, Kansas to tour their new library building and discuss their capital fundraising campaign. Their outreach librarian stopped the group to tell them what a great job Allison Eckhardt and Jessica Pecoraro did with their recent presentation to the Association of Bookmobile and Outreach Services Conference.
- There will be a "Tour of Italy" wine tasting and appetizer pop-up fundraiser event for ReNew Brentwood at 5:30 p.m. on December 9, 2015 at the Brown Derby International Wine Center. Tickets are \$50, with \$25 of each ticket sold going to the ReNew Brentwood capital campaign.
- The proposed tax abatement for a new fraternity house passed, in spite of opposition expressed by some public entities. Cooper plans to address the issue at a future Community Leadership Forum meeting.
- Cooper reminded the board of changes in the meeting schedule: the Buildings and Grounds Committee will meet on Friday, December 11 at 10:00 a.m. to 12:30 p.m. to hear presentations from two finalists for the general contractor job at Brentwood. The locations for Buildings and Grounds Committee meetings were also updated in anticipation of the closing of the Brentwood Branch for renovations.
- The Wesenberg Trust was settled and a check was deposited to the Library and then written over to the new Wesenberg Trust Fund at the Community Foundation of the Ozarks. The money is restricted to the purchase of books and magazines, and the Library will receive an annual distribution each December.
- The audit was not on the agenda for presentation and approval because of delays in the LAGERS reporting for the new GASB 68 requirements. It should be ready for presentation in December, although lead auditor Rob Rebmann will not be able to attend. He will send the firm's audit supervisor and a summarizing memo, along with contact information for himself, should the board have any questions.

Foundation Update: The Mimosas and Mistletoe brunch netted about \$5,000. Since the September 20, 2015 public phase kickoff, the Foundation received \$11,720 eligible for match from the Friends. Jewel Schweitzer has agreed to donate an additional \$430,000 in order to reach the \$1.2 Million to achieve naming rights for the renovated building. It is a verbal pledge only. The Foundation will hold a gala event on April 23 and has a bid in with an author. They are waiting to hear back from him.

New Business: Human Resources Director Lori Strawhun presented the employee health care plan options for the 2016 calendar year. The Library has had the current carrier for six years. The ancillary plans such as life insurance and long-term disability have been with Lincoln and had a two-year rate guarantee, but dental was raised by 20 percent, so a switch to Delta Dental was recommended. Part-time employees will see a 16 percent increase in premiums and will lose the lifetime deductible feature. Under the current plan, medical was at about \$950,000, and

the actual for 2015 was about \$834,000 (the Library retains the savings). At a bid of \$889,000, Aetna was the cheapest but would require a network change and carry the risk of increases after the first year. Strawhun recommended keeping Healthcare Solutions Group as third-party administrators, with a two percent increase and no lasers. The Phia group plan, a Plan Appointed Claim Evaluator, was recommended. At a cost of approximately \$2,750, the service would provide some fiduciary protection on claims that are denied and later appealed. Affordable Care Act compliance costs were quoted at \$5,000 for the year by HSG. Upon the recommendation of the Finance-Personnel Committee, Ehase moved to approve the health care benefit plan as presented; Fraley seconded. Ehase yea, Fraley yea, Garvin yea, Jeffries yea, McKinney yea, Moulder yea, Norgard yea, Simpson yea. Motion carried.

Adjournment: Simpson moved to adjourn; Garvin seconded. Ehase yea, Fraley yea, Garvin yea, Jeffries yea, McKinney yea, Moulder yea, Norgard yea, Simpson yea. Motion carried. The meeting was adjourned at 4:31 p.m.

---

Board of Trustees

---

Director of Business Operations