



Springfield-Greene County Library Board of Trustees
October 20, 2009
Minutes

The Springfield-Greene County Library Board of Trustees met on Tuesday, October 20, 2009, at the Ash Grove Branch with Neil Guion presiding.

Members present: Kim Bartelsmeyer, Leslie Carrier, Kenton DeVries, Cheryl Griffeth, Neil Guion, Vickie Hicks, David Richards

Members absent: Martha Crise, Rod Nichols

Disposition of Minutes: Hicks moved to approve the September 15, 2009, minutes. Richards seconded. Bartelsmeyer yea, Carrier yea, DeVries yea, Guion yea, Hicks yea, Richards yea. Motion carried.

Finance and Personnel Committee: Bartelsmeyer pointed out the key items she looks at when reviewing the financial statement each month.

Through September, the Library was 2.9% under budget. Year-to-date revenue totaled \$660,249 versus \$2,687,475 in expenses. Income included a quarterly distribution from the Buhrman Trust. Revenue included receipts from the following grants: Friends of the Library for furnishings for the new Republic Branch, Dollar General Literacy, U. S. Department of Education Ready-to-Learn and Library Services and Technology Act (LSTA) Digital Imaging.

Expenses included one-time installation charges for the new VoIP phone service from Account 5321 Telephone. Account 5373 Office Equipment Repairs included annual maintenance for Innovative Interfaces Millennium software as well as the Google Applications annual subscription. Account 6411 Office Furniture and Equipment included deposits for furniture, shelving and flooring for the new Republic Branch. Account 6415 Computer Hardware included computers for the new Republic Branch as well as computers for the Edge Technology Ladder grant. Account 5352 Interest Expense-Bonds included interest payments on Series A & B bonds.

The Finance and Personnel Committee recommended accepting financial report. Carrier seconded. Bartelsmeyer yea, Carrier yea, DeVries yea, Guion yea, Hicks yea, Richards yea. Motion carried.

Buildings and Grounds Committee: The final inspection for the new Republic Branch is scheduled for Wednesday, October 21. After the Certificate of Occupancy is issued, furniture and computers will be installed. The grand opening is scheduled for 2:30 p.m. on Saturday, October 31.

A letter was sent under Board President Neil Guion's signature to the Republic residents who addressed concerns at the September Board meeting of unresolved drainage issues in the water detention area. The letter reflected the due diligence of the Board by meeting with the Republic

city officials about the water runoff from the property the Library will occupy to the nearby detention pond.

Guion and Executive Director Regina G. Cooper met with Ray Shermer about purchasing his property located adjacent to the Brentwood Branch. Shermer did not accept the price the Library offered. Shermer did not want to sign a letter of first refusal but will notify the Library if he receives an offer on his property.

Cooper met with Springfield-Greene County Park Board Director Jody Adams about the proposal to include a Library branch at the new Dan Kinney Park. Adams would like a decision about the proposal from the Library Board by March 2010. The Library Board will study the proposal and the associated costs at the January Board meeting.

Branch Manager Beth Snow reported the Ash Grove Branch landlord has repaired roof leaks and done some work on the floor joists. Resident Judy Runyon is the Friends of the Library branch representative and provided the greenery in the branch.

Kim Bartelsmeyer left the meeting.

Programs, Services and Technology Committee: Interlibrary Loan Manager Rhonda Brown gave an overview of interlibrary loan and MOBIUS services as part of the strategic planning reports. The committee will present a condensed report as part of the board education at a future Board meeting.

Circulation in September increased 6.4% with 341,968 materials circulating systemwide. Total branch traffic increased 7.9% with 176,496 patron visits. Systemwide, 1,774 groups used the meeting rooms with an attendance of 9,607. There were 198,125 searches from the Library's electronic products. The web server recorded a total of 918,184 page views by 82,274 visitors during September.

Report of the Director: Grand opening activities for the Republic Branch will include music from the Republic Community Band, a flag ceremony by a local Girl Scout troop, dedications and ribbon cutting by State Representative Jim Viebrock, Mayor Brian Buckner, Greene County Commissioners and Board President Neil Guion. The Library Foundation will begin a "Buy-A-Book" campaign to encourage donations for the new branch.

Park Central Branch was featured in the October issue of *417 Magazine*.

The sign at the Fair Grove Branch was replaced when it blew off in a storm. The new sign features the Library branding used on signage throughout the District.

The quarterly statements from the Community Foundation of the Ozarks reported increases for the Library and Foundation funds invested with that organization.

Community Relations Director Kathleen O'Dell is Twittering and has more than 600 followers.

Staff Development Day was held at Remington's on October 12. Board President Neil Guion presented years-of-service awards to 31 staff.

A ceremony celebrating the Library Center's 10th anniversary will be held at 11 a.m. on Saturday, November 7, in the concourse. Special activities are scheduled throughout the day beginning at 9 a.m. The Library Foundation will promote a "\$10 for 10 years" fund-raising campaign.

Lightning struck the Library Center on September 21, knocking out the new VoIP phone system, security gate, security equipment and the time clock.

Cheryl Griffeth arrived at the meeting.

New Business: Richards moved to approve the Youth Safety Policy. DeVries seconded. Carrier yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Richards yea. Motion carried.

Richards moved to approve the Public Comment at Library Board of Trustees Meeting Policy after changing the word "encouraged" to "asked" in the first paragraph. Griffeth second. Carrier yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Richards yea. Motion carried.

Hicks moved to sell the Library Express and apply the proceeds toward a new Bookmobile. Carrier seconded. Carrier yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Richards yea. Motion carried.

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

The meeting adjourned at 5:05 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager