



**Springfield-Greene County Library Board of Trustees
September 17, 2013
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, September 17, 2013, 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

Kenton DeVries, President and Member:	Present
James Jeffries, Vice President and Member:	Present
Kim Kollmeyer, Secretary and Member:	Present
Cheryl Griffeth, Treasurer and Member:	Present
Steven Ehase, Member:	Absent
Vickie Hicks, Member:	Absent
Andrea McKinney, Member:	Absent
Michelle Moulder, Member:	Present
David Richards, Member	Present

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

Disposition of Minutes: Jeffries moved to approve the minutes of the regular session of August 20, 2013; Kollmeyer seconded. DeVries yea, Griffeth yea, Jeffries yea, Kollmeyer yea, Moulder yea, Richards yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: The August 2013 financial statements were presented. Through August, or 16.7 percent of the fiscal year, the Library was 3.7 percent under budget. Operating cash through the end of August was \$5,224,032.80. Total tax revenues for August were \$68,180.51. In Miscellaneous Income, United Way 2-1-1 paid the contracted \$53,000 for the Coordinator salary and benefits reimbursement. LAGERS expense is under budget due to a timing issue. Insurance premiums are customarily heavy at the beginning of the fiscal year and will smooth out over time. A bond interest payment will occur next month.

Buildings and Grounds Committee:

- Cooper contacted Springfield Public Schools and let them know that the Board of Trustees would consider sale of the Midtown Carnegie supplemental parking lot parcel. Before an appraisal can be made, the parcel may have to be subdivided since the area for sale is different from the area that the Library owns in total.

- Richards reported that the Midtown Carnegie Branch has been planning a rearrangement, including the following:
 - Branch manager's office moving to the 2nd floor overlooking the parking lot
 - Reference manager's office will move to the public conference room
 - Public conference room will move to the 2nd floor, adjacent to the teen area
 - Youth services office will move to the children's area
 - The reference desk will move in front of the computer room
 - The fiction/non-fiction collection will be flipped
- The elevator at the Library Center will cost about \$4,000 to repair.
- The Library Station sprinkler system passed inspection.
- A new digital sign for the Library Station will be funded by the Friends of the Library.
- A leak in the plumbing near the Library Center staff room will cost about \$4,000 to repair.
- The committee also discussed the Brentwood Branch naming opportunity for a significant donation.

The Buildings and Grounds Committee report was suspended for discussion of new business regarding naming of the Brentwood Branch for a significant donation. Richardson requested the board issue a guideline for level of donation eligible for naming rights and provided a handout and a draft resolution. Griffeth moved that the board approve the naming opportunities policy resolution presented by Richardson with the addition of the figure \$1.3 million; Kollmeyer seconded. After discussion of possible flexibility on the number, a vote was taken to leave the resolution at \$1.3 million. DeVries yea, Griffeth yea, Jeffries yea, Kollmeyer yea, Moulder yea, Richards yea. Motion carried.

The Buildings and Grounds Committee report was concluded.

Report of the Director:

- The Library was presented the Ozzie Award for its support of the arts by the Springfield Regional Arts Council at their annual event, Flights of Fancy, on September 7, at the Springfield-Branson National Airport. Accompanying the award was a State Senate Resolution presented to the Library by State Senator Bob Dixon.
- The Library was awarded Volunteer Organization of the Year by the Salvation Army.
- The Library was awarded a Library Services and Technology Act grant for \$13,015 for upgrades at the Edge. This grant will fund new computers for the center.
- The Library was invited to participate in the Greater Springfield Race and Faith Collaborative which began with a celebration of the 50th anniversary of the March on Washington and Dr. Martin Luther King's "I Have a Dream" speech.
- Cooper attended the 20th Annual Community Leadership Visit to Nashville, Tennessee on September 12 – 14, 2013, where she met with the Director of the Nashville Public Library.
- Cooper presented statistical charts on circulation and traffic data with comments about trends at different branches. While circulation is trending downward, traffic is up overall.

Foundation Update: Richardson reported that 36 people attended the kickoff luncheon for the Brentwood Branch capital campaign. Attendees were asked to submit names of donor prospects to Valerie either on the form provided or by email.

Board Education: Nancee Dahms-Stinson presented on the Summer Reading Program. Youth services staff from all over the district help with the development and implementation of the Summer Reading Program. There were 18,359 participants in summer 2013, a 14 percent increase over last year. A new program was the Tiny Tots program for parents of children from infancy to 36 months. In addition to looking at the growth in participation, the Youth Services department also looks at percent of county youth participation. For example, while the population of youth according to census figures has grown four percent, participation in the program has grown much more. A third form of evaluation for the program is the feedback survey from parents.

Allison Eckhardt presented on Summer Reading to Go, which is the outreach arm of the Summer Reading Program. Together with partnering agencies and along with youth services staff at the Library branches, the Outreach Department provides summer reading programs at locations that would not otherwise be able to attend them. Among the locations served are the Salvation Army shelter and Missouri Hotel. A Dollar General grant funded an e-reading program where area youth could get hands-on experience with e-books as well as the hard copies of the same material. This program drew 154 preteen and teen participants as well as 18 adult participants.

New Business: The board agreed to elect David Richards as its Employee Delegate to attend the annual LAGERS conference on October 24-25. A proposed revision of the By-Laws to reflect the current title of the Director of Business Operations on page 3, second paragraph, was presented. Jeffries moved to approve the revision to the By-Laws; Griffeth seconded. DeVries yea, Griffeth yea, Jeffries yea, Kollmeyer yea, Moulder yea, Richards yea. Motion carried.

Kollmeyer moved to adjourn; Richards seconded. DeVries yea, Griffeth yea, Jeffries yea, Kollmeyer yea, McKinney yea, Moulder yea, Richards yea. Motion carried.

The meeting was adjourned at 5:02 p.m.

Board of Trustees

Director of Business Operations