



**Springfield-Greene County Library Board of Trustees
June 19, 2007
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, June 19, 2007, at the Library Center with Vice President Stephanie Stenger-Montgomery presiding.

Members present: Gary Funk, Neil Guion, Morey Mechlin, Stephanie Stenger-Montgomery, Rodney Nichols

Members absent: Bruce Chrisope, Krystal Compas, Cherri Jones, Jean Woody

Disposition of Minutes: Mechlin moved to approve the May 15, 2007, minutes. Nichols seconded. Funk yea, Guion yea, Mechlin yea, Montgomery yea, Nichols yea. Motion carried.

Finance and Personnel Committee: Through May, the Library was 7.1% under budget. Income included Arts & Entertainers Tax revenue in Account 4401 State Aid. Proceeds from the Virgil Lee Sims Trust were transferred to the Community Foundation of the Ozarks until those funds are needed for a new Willard Branch facility.

Expenses included payments from Account 5371 Building Repairs for carpet tiles at the Library Center. Account 6412 Motor Vehicles reflect the purchase of a 2007 Toyota Matrix to be used for staff traveling to out-of-town meetings as well as travel between branches. The van formerly used for staff travel will now be used by the Outreach Department for its collection deliveries to area agencies. Account 5321 Telephone is overspent for the year because e-rate credits for 2006-2007 from AT&T and Alltel were not issued until May. The credit amounts will carry over into the next budget year.

The gross profit margin for Café 641 was 57.3% with total income of \$14,645.97 and expenses of \$13,728.20. The café net income was \$917.77.

Mechlin moved to accept the financial report. Guion seconded. Funk yea, Guion yea, Mechlin yea, Montgomery yea, Nichols yea. Motion carried.

Executive Director Annie Busch reviewed the proposed budget for 2007-2008. A few minor changes were made from the budget presented in May. Interest income increased because of the new rate increase on investments. Account 5397 Training was reduced because more training is conducted in-house. The computer services budget, which will concentrate on updating equipment to maximize efficiencies in operations and replacing and updating computer hardware, includes implementation for a new phone system, a print management system and Radio Frequency Identification (RFID) tags. Upgrades to the Kronos time and attendance software are also included in the proposed budget.

Nichols moved to approve the proposed budget for the 2007-2008 fiscal year. Mechlin seconded. Funk yea, Guion yea, Mechlin yea, Montgomery yea, Nichols yea. Motion carried.

Nichols moved to accept the proposal from the bidder Roberts, McKenzie, Mangan & Cummings (RMMC) for auditing services for three years, beginning with the fiscal year ending June 30, 2007. Funk seconded. Funk yea, Guion yea, Mechlin yea, Montgomery yea, Nichols yea. Motion carried.

Buildings and Grounds Committee: The committee met in Republic and viewed a potential site for the Republic Branch Library.

Construction is progressing at the Stafford Branch. A new concrete floor will be poured to replace the dilapidated wooden floor. The new goal is to have the Stafford Branch open by the town's Route 66 Days the second Saturday in September.

Programs, Services and Technology Committee: The committee did not meet.

Report of the Director: A successful western swing concert was held on the Library Center patio on June 15. This event was held in conjunction with the Springfield conference for the Western Writers of America.

The Friends of the Library and staff honored Mildred King with a 90th birthday celebration on June 13. King was instrumental in establishing the Friends of the Library organization.

The Friends of the Library exceeded all previous records by selling more than \$96,000 at their four-and-one-half-day sale that ended on Memorial Day. The sale was held at Remington's, and the Friends of the Library have scheduled their fall sale at the same location on October 22-28.

The Library was chosen as a site for a segment of the promotional video to have Springfield named the official Simpson city. Our Springfield is one of 14 competing for the opportunity to host the premiere screening of "The Simpsons Movie" in July.

Busch introduced Tammy Flippen who is the Willard/Ash Grove Branch manager. Melissa Davis was also introduced as the new Library Station Branch manager. Davis is currently circulation manager at the Library Station and will assume the duties of branch manager after Polly Dross retires on June 30.

Board Education: Collection Management Coordinator Lisa Sampley reviewed the goals for the collection portion of the strategic plan developed by the Programs, Services and Technology Committee. Graphs and reports were presented outlining the goals which have been accomplished and goals that are still in the process of completing.

New Business: Library Board President Krystal Compas appointed Stephanie Stenger-Montgomery and Morey Mechlin to the nominating committee for officers for 2007-2008. They will make a recommendation at the July meeting.

Miscellaneous Items: Library Station Manager Polly Dross and Outreach Collection Assistant Sharon Marshall were presented with albums of photographs with memories of their years of service with the Library District. Dross's retirement party celebrating her 28 years of service will be held from 4:30 to 6:30 p.m. on Friday, June 22, in the Frisco Room at the Library Station.

Marshall's retirement party celebrating her nearly 21 years of service will be held from 4 to 6 p.m. on Friday, June 29 in the staff room at the Library Center.

Mechlin moved to adjourn the meeting. Nichols seconded. Funk yea, Guion yea, Mechlin yea, Montgomery yea, Nichols yea. Motion carried.

The meeting adjourned at 4:30 p.m. for an informal discussion with Willard community leaders.

Board of Trustees

Debbie Eckert, Business Office Manager