



Springfield-Greene County Library Board of Trustees
March 29, 2022
Meeting Minutes

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, March 29, 2022, at 4:00 p.m. at The Library Center.

Members of the Board of Trustees were present or absent as follows:

<u>Roll Call</u>	<u>Present/Absent</u>
Emily Denniston, President and Member:	Present
Clinton Beecham, Vice President and Member:	Present
Rachael Morrow, Treasurer and Member:	Present
Stacey Penney, Secretary and Member:	Present
Cindy Waites, Member:	Present
David Yancey, Member:	Present
Samuel Snider, Member:	Absent
Chris Bozarth, Member:	Absent

The President of the Board of Trustees called this meeting to order at 4:16 p.m.

Consent Agenda:

- Minutes – February 15, 2022 Board Meeting
A motion was made (Ms. Morrow) and seconded (Mr. Beecham) to approve the consent agenda with typographical errors corrected. Motion carried.

Standing Committees:

Buildings & Grounds Committee:

Mr. Beecham reported for the Buildings & Grounds Committee that met on March 8.

The carpet replacement in Rooms A & B at The Library Center were completed in mid-March.

Delta Roofing provided an estimate of \$3,600 to repair the conduit damage done during the roof replacement at The Library Station and has requested that the Library pay half of the repair cost with the rationale that the roof was not up to code. However, the roof was up to code at the time it was put on the building. In addition, several leaks have been discovered. The source of the leaks has been determined and Delta will be proceeding with repairs. The Board came to a consensus to not pay half of the repair cost for the conduit damage.

Permits have been issued for Library Express East (LEE) and we are waiting for issuance of the certificate of occupancy. Staff will be meeting with Envisionware on April 18 to discuss next steps.

Executive Committee:

Ms. Denniston reported for the Executive Committee that met on March 8. The meeting consisted of previewing the March agenda, Strategic Plan update, ARPA funds update and early discussions around the Board Retreat.

Finance & Personnel Committee:

Ms. Morrow reported for the Finance & Personnel Committee that met on March 29.

Specific documents covered included:

- Financial Highlights Report
- Monthly Budget Summary
- Balance Sheet
- Cash Flow Report

As of February 28, 2022, 66.7% of the fiscal year has elapsed with 56.1% of the budget being spent. Expenditures are 10.6% under budget for the fiscal year-to-date.

Tax revenue received during the month of February was \$3,749,035.82. We have received 96.2% of the budgeted tax revenue. Fine revenue and trust income are at 75.6% and 76.5%, respectively with passport fees at 93.9% of the budget.

Report of the Director:

Ms. Cooper highlighted many items from the Executive Director's Report for March 2022. Please see the Executive Director's Report for March 2022.

Library Foundation update:

Gay Wilson provided an update for the Foundation.

The Foundation received revenue of \$2,740.31 in January and paid out distributions to the Library District totaling \$17,385.07.

The Foundation received revenue of \$746.95 in February and paid out distributions to the Library District of \$289.40. The Library Foundation incurred and paid its largest annual expense of \$5,950 for the Financial Review performed by RMMC in the fall of 2021.

Strategic Plan Update

Ms. Cooper provided an update on Strategic Initiative 3: Enhance total user experience.

Report on Post-COVID Programming & Library Recovery

Katie Hopkins and Stephanie Smallwood provided an update on the pre-pandemic status of Adult Programming and Youth Programming. Ms. Denniston commended the Library for being nimble from the onset of the pandemic and adapting as conditions changed to meet patron needs and desires.

Miscellaneous Items:

The Board Retreat will take place at the eFactory on April 19, 2022 at noon. Lunch will be provided. The Retreat will end at 4 with the Board meeting immediately following.

A motion was made (Ms. Penney) and seconded (Mr. Beecham) to go into closed session pursuant to R.S.Mo. §610.021(2) and approved by a roll call vote.

<u>Board Members</u>	<u>Yes/No</u>
Emily Denniston, President and Member:	Yes
Clinton Beecham, Vice President and Member:	Yes
Rachael Morrow, Treasurer and Member:	Yes
Stacey Penney, Secretary and Member:	Yes
Cindy Waites, Member:	Yes
David Yancey, Member:	N/A – Departed Early

The regular session adjourned at 5:16 p.m.

Board of Trustees

Planning & Development Librarian