



**Springfield-Greene County Library Board of Trustees
November 21, 2006
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, November 21, 2006, at the Library Center with President Krystal Compas presiding.

Members present: Krystal Compas, Gary Funk, Cherri Jones, Stephanie Stenger-Montgomery, Jean Woody

Member absent: Bruce Chrisope, Neil Guion, Morey Mechlin, Rodney Nichols

Disposition of Minutes: Woody moved to approve the October 17, 2006, minutes. Jones seconded. Compas yea, Funk yea, Jones yea, Montgomery yea, Woody yea. Motion carried.

Finance and Personnel Committee: Auditor Rob Rebmann of Roberts, McKenzie, Mangan and Cummings presented the annual auditing report for the 2005-2006 budget year. Their opinion was unqualified, the best rating a firm can give an organization. Net assets exceeded liabilities by \$8.6 million for the audited period. The management letter recommended that all invoices be reviewed by management and marked as approved prior to being processed for payment to strengthen controls over the Library's funds. This change has been implemented.

Montgomery moved to accept the 2005-2006 audit as presented. Funk seconded. Compas yea, Funk yea, Jones yea, Montgomery yea, Woody yea. Motion carried.

Through October, the Library was 5.7% under budget. Income included first- and second-quarter state aid disbursements from the Missouri State Library and a final distribution from the Sims Trust, which is designated for the Willard Branch. As beneficiary of the trust, the Library received a total distribution of \$89,993.68. Miscellaneous Income included a total of \$1,340 in gift and memorial contributions and \$693.95 in large-type book fees from area libraries.

Expenses included fees for the construction consultant's building inspection and the air quality analysis for the proposed Willard Branch building from Account 5319 Professional Services. Account 5371 Building Repairs included repairing cracks and sealing the parking lot at the Library Center. Account 5373 Office Equipment Repairs included the annual Centra license fees, Innovative Interfaces Web Pac software for the Library and the Consortium. Consortium members are reimbursing their portion of the software expense. The Library will draw down from the line-of-credit in December for payroll and operating expenses.

The gross profit margin for Café 641 was 48.7% with total income of \$14,412.29 and expenses at \$14,734.92.

Jones moved to accept the financial report as presented. Woody seconded. Compas yea, Funk yea, Jones yea, Montgomery yea, Woody yea. Motion carried.

Buildings and Grounds Committee: Executive Director Annie Busch contacted the Library's attorney and sent a letter to landlord Marc Whitmore formalizing his non-compliance to the signed lease agreement. Whitmore will contract with a local architect to draw up renovation plans that can be sealed by a Missouri licensed engineer. The plans will be used to file appropriate paperwork with the City of Strafford to obtain construction permits. The branch should open in early 2007.

It was the consensus of the Board to notify the Republic School District of the Library Board's decision to pursue different options for a future Republic facility because of the school district's time frame, difficulties in siting the branch convenient to the public and traffic flow concerns.

A structural engineer evaluated the structural condition of the proposed Willard Branch building owned by Ozark Greenways and recommended constructing a new building at an estimated cost of \$800,000.

It was the consensus of the Board to notify Ozark Greenways of the Library Board's decision to review all options for a future Willard facility before decisions are made to renovate or construct a new facility on the Ozark Greenways property.

The current Willard Branch landlords have sold their properties, and the new owners want to discuss possible options for a library facility.

A portion of the principal from the Buhrman Trust can be used for a Center City Branch. The U. S. Bank trust officer recommended a long-term loan at a low interest rate to pay back and rebuild the principal for money borrowed. Planning and Development Coordinator Carol Grimes met with real estate developer Matt Miller to look at a possible site at the Wilhoit Building. The Buildings and Grounds Committee is also considering the Kresge building facing Park Central Square and will continue to look at other options.

Programs, Services and Technology Committee: Chair Cherri Jones distributed suggested changes to the monthly statistical comparison report as well as a plan for the monthly presentation of evaluation and measurement reports to the Board. Any suggested additions or changes to the statistical report should be e-mailed to Jones and Grimes as soon as possible.

Gary Funk left the meeting.

Report of the Director: Counselors from the Burrell Center met with Library Station staff following the death of Young Adult Librarian David Freeman. Counselors were also available at Library Station's Teen Night as teens celebrated David's life. Memorial donations may be used to establish a gaming room for teens at the Library Station.

The Friends of the Library sold more than \$23,000 at their annual three-day fall book sale.

The Library will be the feature article to be published in the *Public Library Quarterly*. Former St. Louis Public Library Director Glen Holt is currently editor of this publication and also consults for libraries around the world.

City of Springfield Geographical Information Systems (GIS) Coordinator Mike Fonner and Business Librarian Mike DePue hosted nearly 40 patrons in a special program on Global

Information Systems. The event, held at the Library Center during the national observance of Geographic Awareness Week, spotlighted Business Decision, the Library's new reporting and mapping database that combines extensive consumer household, market segmentation and demographic data with GIS mapping technology.

New Business: Trustee President Krystal Compas appointed Trustee Rodney Nichols to represent the Library on Springfield's TIF Commission. He is one of six representatives of the advisory board whose purpose is to consider proposals from developers requesting tax increment financing.

Compas and Busch met with Dr. Gary Buzbee about a proposal for the Library Foundation and the Springfield Ballet to collaborate on a fundraising event at the preview performance of *Romeo and Juliet*. The performance will be held at the Landers Theatre at 7 p.m. on Thursday, April 19, 2007. This proposal will be presented to the Library Foundation Board at their meeting on Monday, December 4, 2006.

Miscellaneous Items: Youth Services Coordinator Vera Florea was presented with an album of photographs with memories of her 21 years of service with the Library District. Florea's retirement party will be held from 4-6 p.m. on Thursday, December 14, in the auditorium at the Library Center.

The meeting adjourned at 4:45 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager