



Springfield-Greene County Library Board of Trustees
November 15, 2022
Meeting Minutes

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, November 15, 2022, at 4:00 p.m. at the Midtown Carnegie Branch Library.

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

Roll Call

Present/Absent

Clinton Beecham, President and Member:	Present
Rachael Morrow, Vice President and Member:	Present
Stacey Penney, Treasurer and Member:	Present
Samuel Snider, Secretary and Member:	Absent
Cindy Waites, Member:	Present
David Yancey, Member:	Present
Chris Bozarth, Member:	Present
Emily Denniston, Member:	Present
Aaron Jones, Member:	Absent

The President of the Board of Trustees called this meeting to order at 4:08 p.m.

Consent Agenda:

- Minutes – September 20, 2022 Board Meeting
A motion was made (Mr. Bozarth) and seconded (Ms. Denniston) to approve the consent agenda. Motion carried.
- Minutes – October 18, 2022 Board Meeting
A motion was made (Mr. Bozarth) and seconded (Ms. Denniston) to approve the consent agenda. Motion carried.

Standing Committees:

Buildings & Grounds Committee:

Ms. Denniston reported for the Buildings & Grounds Committee that met on November 8.

Snow removal bids are still being researched. Unfortunately, at this time, we have been unable to locate a new contractor.

Regina Greer Cooper, Jessie East, Brian Grubbs, Katie Hopkins and Jim Schmidt visited the Fayetteville Public Library Event Center as that facility has many of the ideas we would like to incorporate into our new auditorium. They liked the stadium/auditorium seating but would also like to incorporate drop down room dividers in our design. Once our architect finalists have been chosen, they will be given the opportunity to tour the Fayetteville facility. Emily suggested that a capital campaign with naming opportunities for the auditorium project should be considered.

The neighbor who is next door to the Schweitzer Brentwood Branch posted a somewhat inflammatory post on the neighborhood social media page. It was determined that no response was the best response.

The Midtown RFQ is ready to go. It will be posted November 20, with a 6 week turn around, due to the holiday season. The walkthrough with any interested architects will be Dec. 7. RFQs will be due on January 13. On February 14, the Buildings and Grounds committee will review them and present their recommendations to the full Board of Trustees on February 21.

Executive Committee:

Ms. Penney and Ms. Morrow reported for the Executive Committee that met on November 8. The meeting consisted of previewing the November agenda, an ARPA update, and an update on the proposed rule by Secretary of State Jay Ashcroft. The Committee also met in closed session regarding real estate and personnel (under R.S.Mo 610.021(2)).

Finance & Personnel Committee:

Ms. Penney reported for the Finance & Personnel Committee that met on November 15.

Specific documents covered included:

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

As of October 31, 2022, 33.3% of the fiscal year has elapsed with 26.2% of the budget being spent. The only tax revenue being received at this point are delinquent taxes and penalty & interest, which will continue until the first tax payment check for FY23 is received in mid-December. Q1 & Q2 State Aid was received in early November and will be reflected on the December Financial Update.

Expenses for salaries appear to be tracking close to the budgeted amount given the current headcount of employees (221 current compared to a target of 239). Ms. Ruzicka explained that in previous fiscal years the trend appears to be higher in the first six months of the fiscal year and should level out in the second half of the year.

The Committee had requested additional information regarding liability for unused time off due to employees upon termination. The total payable at termination (as of October 25, 2022) was \$276,830.27. Sick pay and floating holidays are only paid if used.

Programs & Services Committee:

Mr. Bozarth reported for the Programs, Service & Technology Committee that met on November 8. The meeting included a presentation from the circulation department.

Report of the Director:

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

Library Foundation update:

Ms. Wilson provided an update for the Foundation. The quilt raffle that was held online in September and October raised \$415 for the Library Foundation.

Old Business:

Ms. Cooper presented a letter to the Board regarding proposed rule 15CSR 30-200.015 Library Certification Requirement for the Protection of Minors. Ms. Waites expressed that she was not comfortable signing the letter. Following discussion, a request was made to provide additional detail in the letter around specific concerns.

Staff Retirement Recognition

Mr. Beecham recognized Gay Wilson for her retirement on November 18, 2022. Ms. Wilson was Planning and Development Librarian until last year when she transitioned to Development Director. The Board wishes Ms. Wilson an enjoyable retirement and thanks her for her years of dedicated service to the District!

Miscellaneous Items:

The Board discussed moving the December meeting up one week to December 13 based on several members being unable to attend the December 20 meeting. A survey will go out to determine an alternative meeting date that works for most members. The December meeting will consist of presentation of the audit report.

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

Board Members

Clinton Beecham, President and Member:

Yes/No

Yes

Rachael Morrow, Vice President and Member:	Yes
Stacey Penney, Treasurer and Member:	Yes
Cindy Waites, Member:	Yes
David Yancey, Member:	Yes
Chris Bozarth, Member:	Yes
Emily Denniston, Member:	Yes

The regular session adjourned at 5:12 p.m.

Board of Trustees President

Board of Trustees Secretary