



**Springfield-Greene County Library Board of Trustees  
May 24, 2016  
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, May 24, 2016, at 4:00 p.m. at the Strafford Branch Library, 101 S. Highway 125, Strafford, Missouri. Members of the Board of Trustees were present or absent as follows:

**Present/Absent**

Michelle Moulder, President and Member:	Present
Andrea McKinney, Vice President and Member:	Absent
Steven Ehase, Secretary and Member:	Absent
Michele Risdal-Barnes, Treasurer and Member:	Absent – arrived later
Derek Fraley, Member	Absent
Bill Garvin, Member	Present
James Jeffries, Member:	Present
Ashley Norgard, Member	Present
Matthew Simpson, Member:	Present

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

Disposition of Minutes: Norgard moved to approve the minutes of the board retreat of 19, 2016; Simpson seconded. Garvin yea, Jeffries yea, Moulder yea, Norgard yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: Committee Chair Simpson reported for the Finance-Personnel Committee. With 83.3 percent of the year elapsed, the Library was 7.9 percent under budget for total expenditures. Total revenues at April 30 were at \$13,205,988.83 versus \$11,165,221.69 in expenditures. Passport fees were at 108.1 percent of budget and interest income exceeded expectations. For expenditures, health insurance claims continued to be very low relative to the budget. Operating and maintenance as a category was at 61.7 percent, and charges and services as a category was at 80.5 percent. The discretionary expenditures report reflected the revised budget. Total cash at the end of the period was \$8,553,921.89.

Cooper presented the preliminary budget for 2016-2017. Tax revenues were projected at 2.5 percent growth over the current year. For personnel, the preliminary budget included a salary

track raise, an additional part-time circulation assistant at Brentwood, and potentially adding additional Brentwood staff. Those staffing needs will be evaluated after the automated materials handling system has been incorporated into the work flow. In addition, one part-time staff member of Buildings and Grounds will be made full-time, and by attrition two part-time Park Central Branch positions will be combined into one full-time position. The collection budget was calculated at 20 percent of the operating budget. The travel and training budget was increased by \$3,000. Discretionary expenditures were still being considered, as well as cash flow options.

Buildings and Grounds Committee: Garvin reported that the Buildings and Grounds Committee did not meet, but there were updates: (1) The Park Central lease was renewed with a CPI increase of \$37.68 per month. Total annual rent will be \$38,929.80. (2) Everything is out of the Brentwood Building, and the temporary location is up and running.

[Risdal-Barnes entered the meeting.]

#### Report of the Director:

- The Friends had their second highest total sales of \$135,928.23 at the Spring Book Sale at the Ozark Empire Fairgrounds E\*Plex. The co-chairs of the Friends book sale sent a thank-you letter included in the board packet.
- The Library was awarded a \$40,701 grant to digitally scan and put online approximately 7,000 photographs and negatives from the *Springfield Daily News* and *Springfield Leader & Press* photo archives covering 1947 – 1962. They will also include additional images that were never published in the papers. Project work begins June 1 and is possible because the News-Leader Media Group agreed to provide access to its files. The grant is from the Institute of Museum and Library Services under the provisions of the Library Services and Technology Act as administered by the Missouri State Library, a division of the Missouri Secretary of State.
- The state budget has been passed and signed by the governor. Though the final numbers were below the goal of matching the FY15 figures, they exceeded what the governor recommended. State aid will be about 50 cents per capita, and REAL money is around \$359,000 less than FY15. The Athletes & Entertainers money was increased to \$1,010,000, but the State Librarian expects a 3 percent withhold on this money from the governor, and she recommends budgeting the same figure as last year.
- This year's Big Read featured *True Grit* by Charles Portis. The committee led by Collection Services Manager Lisa Sampley organized 39 programs throughout the community and at branch libraries. Total attendance at the events was 1,838. The Library's partners included Springfield Regional Airport Sky Gallery, Waverly House Art Gallery, Fox Theatre, Lindberg's, The Moxie, Patton Alley Pub, Barnes and Noble, Rutledge Wilson Farm, the Springfield Art Museum, Summit Prep School, Weller School, and BookMarx.
- Nazarene Theological Seminary in Kansas City has joined MOBIUS, which opens up another source for our patrons to borrow materials. This graduate school of theology is in the Wesleyan-Holiness tradition.

- The Mobile Library is working with the University of Missouri Extension Service to distribute free vegetable seeds to people in food deserts from April through August. Many of the Mobile Library stops fit this criteria.
- The iMac computers that were purchased through a State Library grant are being moved to a lab at the Edge Community Technology Center. Patron use was lower than expected at the individual branches so we are repurposing them.
- The Exploring Human Origins exhibit is now in the concourse at the Library Center and will remain through June 2. The *Springfield News-Leader* ran a front page story. There were 210 attendees at the opening program that featured Dr. Rick Potts, paleoanthropologist and curator of the traveling exhibit.
- Youth Services Coordinator Nancee Dahms-Stinson was quoted in a new book *Inspired Collaboration* by Dorothy Stoltz about the Library's Racing To Read To Go campaign. The book is published by the American Library Association.
- The Library recently sought bids for legal services and received bids from two firms. After reviewing the bids and interviewing the firms, the Library signed a letter of acceptance with Lowther-Johnson Attorneys at Law. Matthew Growcock will be the Library's principal attorney.

Foundation Update: Richardson reported that the Brentwood capital campaign is getting close to completion, with \$44,500 remaining in the campaign goal. The Hardhats and Highballs event was a success, with Jewell Schweitzer in attendance for the branch naming announcement. The final fundraising will focus on private donors and will also be asking for upgrades in existing donors to a legacy donor status (\$1,000) which will entitle these donors to have their names etched on planned glass wall.

Board Education: Library Center Branch Manager Jessie East and Local History Manager Brian Grubbs did a presentation on the Exploring Human Origins exhibit, including program attendance statistics and reactions to the exhibit.

Miscellaneous Items: Moulder asked for volunteers for a nominating committee for naming a new board president and committee appointments. Nominating committee members will be McKinney, Norgard, Risdal-Barnes, and Garvin.

Adjournment: Risdal-Barnes moved to adjourn the regular session; Jeffries seconded. Garvin yea, Jeffries yea, Moulder yea, Norgard yea, Risdal-Barnes yea, Simpson yea. Motion carried.

The regular session was adjourned at a 5:00 p.m.

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Board of Trustees

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Director of Business Operations