



**Springfield-Greene County Library Board of Trustees
April 20, 2010
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, April 20, 2010, at the Library Center with Neil Guion presiding.

Members present: Leslie Carrier, Martha Crise, Cheryl Griffeth, Neil Guion, Vickie Hicks, Kim Kollmeyer, Rod Nichols, David Richards

Member absent: Kenton DeVries

Disposition of Minutes: Nichols moved to approve the March 16, 2010, minutes from the regular and closed sessions with the following correction to the Buildings and Grounds Committee report: The electrical load at the Ash Grove Branch will be split when the refurbished desk for the public computer area is installed. Carrier seconded. Carrier yea, Crise yea, Griffeth yea, Guion yea, Hicks yea, Kollmeyer yea, Nichols yea, Richards absent. Motion carried.

Library Foundation: Director Michelle Creed reported that tickets are available for \$25 for adults and \$10 for children for the fundraiser, An Evening with Richard Peck, at 6 p.m. on Thursday, April 29, in the Library Center auditorium as part of the Library's Big Read project.

Creed displayed the new Library Foundation logo of a building made of books using a similar style to the Library's logo. The tag line is "Your Library. Your Passion. Your Legacy."

The Library Foundation Board will have a strategic planning retreat on Thursday, May 6. Discussion items will include the campaign for a new Bookmobile.

Finance and Personnel Committee: Through March, the Library was 1.6 percent under budget. Year-to-date revenues totaled \$11,732,394 versus \$9,037,370 in expenses. The budgeted amounts reflect the revised budget approved at the March 16 board meeting. Grant income included: Library Foundation for the Food for Fines match as well as memorial, Republic Branch and Library Center donations; U. S. Department of Education Ready-to-Learn; and Library Services and Technology Act (LSTA) Digital Imaging Civil War materials. Trust Income included the quarterly disbursement from the Buhrman Trust as well as the annual disbursements from the Community Foundation of the Ozarks for the Lemmon and Toombs memorial funds.

Expenses included the annual principal and interest payments on Series A and B bonds. Account 5371 Building Repairs included stone patching, concrete repair and brick replacement at the Midtown Carnegie Branch as well as asbestos floor tile removal in the boiler room at the Brentwood Branch. Account 5372 Vehicle Repair included Bookmobile air conditioner repair. Credits to Account 6411 Office Furniture and Equipment reflect reclassifying expenses for the Republic Branch totaling under \$1,000 to minor equipment per audit recommendations.

Finance and Personnel Committee Chair Rod Nichols recommended accepting the financial report. Carrier yea, Crise yea, Griffeth yea, Guion yea, Hicks yea, Kollmeyer yea, Nichols yea, Richards absent. Motion carried.

Buildings and Grounds Committee: Chair Cheryl Griffeth reported a part-time groundskeeper has been hired. The electrical work at the Ash Grove Branch for the new computers provided by the Gates Grant has been completed. There are a few items remaining on the punch list for the Republic Branch as well as some finishing touches that are needed to complete the project. New surge protectors were installed at the Library Center to protect against future lightning strikes as well as carpet in the computer area replaced. The Library Express and the Bookmobile have been repaired, including the air conditioning and a latch on the back window of the Bookmobile. The Library Board will request that the Foundation Board provide a specific timeline and campaign outline to raise funds for the purchase of a new Bookmobile. There have been confrontational issues at the libraries between petitioners and petition blockers.

Programs, Services and Technology Committee: Circulation in March decreased 5.7 percent with 328,316 materials circulating systemwide. Total branch traffic increased 1.1 percent with 172,160 patron visits. Systemwide, 2,055 groups used the meeting rooms with an attendance of 11,377. There were 736,550 searches from remote use of the Library's electronic products. The Web server recorded a total of 1,560,024 page views by 89,161 visitors during March.

Report of the Director: Executive Director Regina G. Cooper and Community Relations Director Kathleen O'Dell attended the April Legislative Breakfast in Jefferson City. Associate Director of Public Services Jim Schmidt will attend the May breakfast. The General Assembly is considering eliminating the Arts & Entertainment Tax allocations for libraries, reducing state aid by 10 percent and reducing MOREnet funding by 48 percent. It is uncertain at this time how the funding cut will affect the amount of fees the Library District pays to MOREnet.

The Urban District Alliance has new banners advertising various downtown venues including the Park Central Branch.

The Republic Branch will get a new sign at the entrance of North Lindsey Street.

National Library Workers Day was celebrated on April 13. A volunteer luncheon will be held on Thursday, April 22. Volunteers worked 16,400 hours last year.

Gay Wilson will begin employment as Planning and Development Librarian on May 3. Wilson is the director of the Webster County Library and has experience with grants, working with boards and Friends of the Library groups. Business Librarian Mike DePue will retire the end of May.

Eleven staff attended the biennial Public Library Association conference in Portland, Ore., in late March. One of the highlights included a private breakfast with readers' advisory guru and librarian action figure model Nancy Pearl. Other programs attended by staff included Succession Planning, Safety and Security presented by Black Belt Librarian Warren Graham, Frontline Advocacy, Including Children with Special Needs in Storytimes and If You Didn't Work Here Would You Come Here? The most interesting new product introduced was the Movie Stick.

Information Technology Manager David Patillo reviews products for Gadget magazine and demonstrated the new Apple iPad. Electronic books can download to the iPad, but not as many books are available as

for Amazon's Kindle. A few publishers are releasing electronic books four to six weeks prior to print versions.

David Richards arrived at the meeting.

The Chautauqua will be held at the Library Center April 22-25. The Friends of the Library Book Sale will be held at Remington's April 27-May 2.

Board Education: Collection Services Manager Lisa Sampley reviewed Collection Access as part of the strategic planning reports. Collection Access includes tools that make Library resources easily accessible to the public. Finding aids, collection and Internet resources are the primary access points. Finding aids include the COOLcat and Encore catalogs, bookmarks, Bestsellers Club, holds notification and reserves. Collection includes Fast Track materials, suggestions for purchase, interlibrary loan and MOBIUS, back issues of periodicals and the floating system. Internet resources include Readers Advisory, research, Teen Thing, KidSpace, Local History, Community Matters and Ask a Librarian. The committee did a SWOT analysis analyzing the collections strengths, weaknesses, opportunities and threats. Each category included time, staff, money and technology. The committee's goal is to analyze effectiveness, efficiencies and opportunities of collection access services.

New Business: Hicks moved to approve the revised Meeting Room Policy. Crise seconded. Carrier yea, Crise yea, Griffeth yea, Guion yea, Hicks yea, Kollmeyer yea, Nichols yea, Richards yea. Motion carried.

Midtown Carnegie Branch Library Assistant Ellie Noose was presented with an album of photographs with memories of her 24 years of service with the Library District.

The first Wellness at Work six-week competition will conclude on April 27 with staff competing in the Library's Biggest Loser and walking competitions. May events will celebrate National Bike Month, June will include a staff picnic at Dickerson Park and July 22 will be Library Night at the Springfield Cardinals game.

Willard Branch Library Assistant Brandon Bond was named the American Heart Association's Lifestyle Change Award nominee as part of its Start! campaign. Bond related his personal story about his 200-pound weight loss and lifestyle changes.

Board President Neil Guion appointed Leslie Carrier, Martha Crise and Vickie Hicks to the nominating committee to present officers for 2010-2011.

Hicks moved the Board adjourn to closed session to discuss real estate. Kollmeyer seconded. A roll call vote was taken. Carrier yea, Crise yea, Griffeth yea, Guion yea, Hicks yea, Kollmeyer yea, Nichols yea, Richards yea. Motion carried.

The meeting adjourned to closed session at 5:05 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager