



Springfield-Greene County Library Board of Trustees
April 21, 2020
Minutes

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, April 21, 2020 at 4:00 p.m. virtually due to current Covid-19 gathering restrictions. Members of the Board of Trustees were present or absent as follows:

1. Roll Call

	<u>Present/Absent</u>
William (Bill) Garvin, President and Member:	Present
Ashley Norgard, Vice President and Member:	Present
Donald (Don) Chenevert, Jr., Secretary and Member:	Present
Cindy Waites, Treasurer and Member:	Present
Clinton Beecham, Member:	Absent
Michele Risdal-Barnes, Member:	Present
Marteze (Tez) Ward, Member:	Present
Emily Denniston, Member:	Present
Catherine E. Moore, Member:	Present

The President of the Board of Trustees called the meeting to order.

2. Consent Agenda:

- Minutes – March 24, 2020 board meeting

Risdal-Barnes moved to approve the consent agenda as presented; Chenevert, Jr. seconded. Garvin yea, Norgard yea, Chenevert, Jr. yea, Waites yea, Risdal-Barnes yea, Ward yea, Denniston yea, Moore yea. Motion carried.

3. Standing Committees:

Buildings & Grounds Committee: Risdal-Barnes reported for the Buildings & Grounds Committee that met Tuesday, April 14, 2020 virtually. Highlights included:

- Security during Covid-19 closure
 - Ascension Protective Services officers are making regular patrols at the Library Station and the Midtown Library.
 - Officers provided by the Downtown Springfield Community Improvement District are regularly patrolling Park Central.
 - The HVAC units at the Library Station have sustained some cosmetic damage due to attempted theft.
- The Ridge Development
 - A seismic inspection is forthcoming. Interior and exterior documentation has been done at the Library Center just in case the blasting were to cause damage. There is an upcoming brief power outage expected at the Library Center as that work progresses.

- The Library Station
 - The parking lot restriping and sealing has been completed at the Library Station.
- The Library Center
 - The Buildings and Grounds staff have installed a new art wall.
- One closed session item to be discussed at the end of this meeting.

Finance/Personnel Committee: Waites reported for the Finance/Personnel Committee that met virtually on Tuesday, April 21, 2020. Highlights included:

- The March 2020 financials were reviewed.
- Regina gave a summary of the library's current cash condition. We do have enough money to cover salaries through June. We have had a hiring freeze and operating expenses went down for many areas due to the closure.
- Lori spoke about the compensation restructuring proposal.

Waites asked for any comments or questions about the compensation restructuring proposal that was distributed in this month's board packet. Trustees asked many questions and discussion ensued. Waites pointed out that trustees do not need to vote on the proposal at this time. However, trustees do need to give staff guidance on which personnel figures to use during the budget planning process for fiscal year 2020-21. Trustees expressed appreciation for the proposal.

4. Report of the Director:

Cooper highlighted many items from the Executive Director's Report for April 2020. Please see *Executive Director's Report* for April 2020.

In the time since this report was written, the mayor and county commissioner have given permission for businesses with drive through service to open those drive-through immediately. Cooper reported this timing greatly changes the timing for our phased in approach. Cooper has been in communication with Springfield-Greene County Health Department Director Clay Goddard. Goddard is preparing specific guidelines for us to follow for reopening safely. Cooper feels we will be unable to open the drive-through windows before May 4th as we need time to prepare, work through the logistics, train the staff and receive PPE supplies that are currently on order.

Not counting the statement in the above paragraph, Waites expressed feelings that the public needed us to open services as quickly as possible.

Garvin disagreed and expressed feelings that if the staff feels this is the timetable they need to open then the board needs to respect that. Cooper suggested that we gather information from the health department this week and offered to keep the board informed of developments as we gather that needed information.

5. Library Foundation Update:

Due to audio issues for the presenter, Melissa Adler, the Library Foundation update will be deferred until next month's meeting.

6. Old Business

- Fiscal Year Change Study
 - Cooper presented her findings to the trustees about the benefits and costs of changing our current fiscal year structure. Cooper recommended retaining

the July-June fiscal year.

Chenevert Jr. moved to accept the recommendation of the Director to retain the current fiscal year structure. Waites seconded. Garvin yea, Norgard yea, Chenevert, Jr. yea, Waites yea, Risdal-Barnes yea, Ward yea, Denniston yea, Moore yea. Motion carried.

7. New Business

- Approval of new Public Building Corporation member
Cooper recommended the approval of Andrea Brady, Vice-President at Great Southern Bank, as the newest director on the Public Building Corporation's Board. Brady would replace retiring director Marita Thomas.

Risdal-Barnes moved to approve Andrea Brady as a director on the Public Building Corporation's Board of Directors. Norgard seconded. Garvin yea, Norgard yea, Chenevert, Jr. yea, Waites yea, Risdal-Barnes yea, Ward yea, Denniston yea, Moore yea. Motion carried.

- Potential Bylaws change to allow virtual meetings or members to join meetings virtually
Cooper asked if the trustees would like to entertain a proposal to amend the current bylaws to allow for virtual meetings or for members to join meetings virtually in the future. The provision for conducting business via virtual means is not currently included in the bylaws. We are able to meet virtually for today's meeting due to special provisions provided by the Missouri Attorney General's office during a public health crisis or state of emergency. Cooper recommended we codify this process as a contingency in the future. Cooper will share some examples of proposed language at a future meeting.

8. Miscellaneous Items

Cooper reminded the trustees to send her any recommendations for potential board members. We will need a county representative when Risdal-Barnes' 2nd term expires in June.

9. Closed Session Item citing R.S.Mo. 610.021 (2) real estate

Garvin called for a motion to adjourn the regular session and go into closed session citing Missouri Revised Statute 610.021 subsection 2 only. Chenevert, Jr. moved. Moore seconded.

Roll call vote on adjourning to closed session: Garvin yea, Norgard yea, Chenevert, Jr. yea, Waites yea, Risdal-Barnes yea, Ward yea, Denniston yea, Moore yea. Motion carried.

The regular session was adjourned at 5:44p.m.

Board of Trustees

Business Office Manager