



**Springfield-Greene County Library Board of Trustees
August 17, 2004
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, August 17, 2004, at the Ash Grove Branch Library.

Members present: Bruce Chrisope, Krystal Compas, Gary Funk, Cliff Groover, Cherri Jones, Bill Mauck, Morey Mechlin, Stephanie Stenger-Montgomery, Jean Woody

County Branch Coordinator Jim Schmidt gave a brief history of the Ash Grove Branch. The branch was established in 1938 and has been in its current location on Main Street since the 1960s. The branch checks out an average of 3,800 items each month.

Disposition of Minutes: Chrisope moved to approve the July 20, 2004, minutes. Jones seconded. Chrisope yea, Compas yea, Funk yea, Groover yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

Finance/Personnel: The June 2004 pre-audit report included all receipts and expenses for the 2003-2004 budget year. In July, the Library was .8% under budget. Income included annual invoice receipts from Consortium members and the final settlement for reimbursements from the insurance company for fire damage replacements at the Library Center.

Expenses included salaries for three pay periods. Account 5351 Insurance included quarterly auto and workers compensation premiums as well as annual public official bonds and boiler and machinery premiums. Account 5370 TLC Fire Damage Replacement is a credit balance because the check to Paul Davis Restoration was voided and a final invoice will be submitted to reflect the insurance settlement.

Library card registrations decreased 20.6% with a total of 1,926 new cardholders in July. Circulation increased 9.5% with 291,368 materials circulating systemwide. MOBIUS circulation was added as a line item on the statistical report. Systemwide, 914 groups used the meeting rooms with an attendance of 6,783 and 227 programs were held with an attendance of 5,785. The web server had a total of 6,547,622 hits during the month of July.

Mechlin moved to accept the financial and statistical report as presented. Chrisope seconded. Chrisope yea, Compas yea, Funk yea, Groover yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

Building and Grounds: The proposed facilities plan will be voted on at the September Board meeting.

A final settlement was made with the insurance company for actual cash value of the carpet—a 20% reduction in replacement costs—rather than replace it with carpet that does not match. The

settlement also gave list price on the lost books with no requirement for documentation and record keeping. The shelving will be returned to its original location on the west side of the reference area so that the staff and the public can access the books in their proper order.

The medical clinic did not respond to a counter offer on the Kearney facility. Realtor Dave Murray is currently showing the facility to other potential buyers, including a rental company.

Programs/Services/Technology Committee: With the assistance of the executive director and staff, this committee will develop a multi-year strategic plan for the Library. Currently, Planning and Development Coordinator Carol Grimes and staff are finalizing a planning document to be presented to the Board at a later date.

Bill Mauck left the meeting

Report of the Director: The City of Strafford is expanding its Tax Increment Financing (TIF) district. Jean Woody is the Board representative for that TIF committee. There will be a public meeting to review the document, and the TIF Commission will meet at 6 p.m. on Tuesday, September 28.

Shelley White was introduced as the newest fulltime reference librarian at the Library Center. White was formerly the manager of library research at Noble World Communications in Springfield. She has a bachelor of arts degree in forensic anthropology with minors in classical history and archaeology and a master of library science degree from the University of Alberta in Edmonton, Alberta, Canada.

The Missouri Library Association annual conference will be held in St. Louis on October 27-30.

The Board now has a web page. Board packets from February 2004 to the present are on the web page.

New Business: Funk moved to set the tax rate at \$.2547 as certified by the state auditor's calculations. Compas seconded. Chrisope yea, Compas yea, Funk yea, Groover yea, Jones yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

Groover made the following committee appointments: Finance/Personnel: Bruce Chrisope, chair; Krystal Compas, vice chair; Stephanie Stenger-Montgomery. Buildings & Grounds: Jean Woody, chair; Gary Funk, vice chair; Cherri Jones; Morey Mechlin. Programs/Services/Technology: Cherri Jones, chair; Morey Mechlin vice chair; Bill Mauck, past president.

Unfinished Business: Funk moved to delete Article 1, Section 3, from the proposed by-laws revisions. Montgomery seconded. Chrisope yea, Compas yea, Funk yea, Groover yea, Jones yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

Funk moved to include the phrase "as required by Missouri law" to the proposed by-laws revisions, Article II, Section 2, sentence "Written notice of each special meeting shall be given to all members of the Board at least twenty-four hours before the beginning of the meeting, and the business transacted shall be limited to the matters described in the notice as required by Missouri

law.” Montgomery seconded. Chrisope yea, Compas yea, Funk yea, Groover yea, Jones yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

Jean Woody left the meeting.

Montgomery moved to include the phrase “with the approval of the Board” to the proposed by-laws revisions, Article V, Section 1, sentence “The President shall appoint members, with the approval of the Board, to the following Standing Committees, who shall serve for a term of one (1) year, or until their successors are appointed.” Funk seconded. Chrisope yea, Compas yea, Funk yea, Groover yea, Jones yea, Mechlin yea, Montgomery yea. Motion carried.

It was the consensus of the Board to delete the Planning and Goals Committee from the proposed by-laws revisions, Article V, Section 1.

Funk moved to accept the proposed committee structure pending language for committee descriptions to be presented at the September Board meeting. Compas seconded. Chrisope yea, Compas yea, Funk yea, Groover yea, Jones yea, Mechlin yea, Montgomery yea. Motion carried.

It was the consensus of the Board to not change the sentence “The President shall select a chairman of each committee and name at least one (1) other member from the Board” in the proposed by-laws revisions, Article V, Section 3.

The meeting adjourned at 5:45 p.m.