



**Springfield-Greene County Library Board of Trustees
August 16, 2016
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, August 16, 2016, at 4:00 p.m. at the Library Center, 4653 S. Campbell, Springfield, Missouri. Members of the Board of Trustees were present or absent as follows:

Present/Absent

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

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

Disposition of Minutes: The minutes of July 19, 2016 meeting were corrected to show the following:

Page 1 – election: Norgard (instead of Risdal-Barnes) presented the following slate of officers and committee appointments.

Page 2 – second paragraph: Cooper welcomed Katie (instead of Catherine) Moore.

Page 3 – third bullet point: Regina (instead of I) finished her three-year term on the ALA Executive Council and member of the ALA Planning & Budget Assembly.

Moore moved to approve the minutes of the regular session board meeting of July 19, 2016 as corrected; Risdal-Barnes seconded. Ehase yea, Garvin yea, Jeffries yea, McKinney yea, Moore yea, Norgard yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Standing Committees:

Finance and Personnel Committee:

McKinney reported for the Finance-Personnel Committee that met on August 15. With 8 percent of the year elapsed, the Library was 3.2 percent under budget. Year-to-date revenue totaled \$143,458.95 versus \$879,237.63 in expenses. There is a high return on investments including a

\$106,388.20 increase on the Buhrman Trust. Cooper shared that the corrected total for operating cash at the end of July is \$5,814,532.63. Additionally, the Discretionary and Cash Flow reports were not included this month.

Buildings and Grounds Committee: Risdal-Barnes reported for the Buildings and Grounds Committee.

- The Library received a full report on all the buildings' roof inspections. Only one issue was found at the Library Station, but it was not severe and it has been repaired.
- Buildings & Grounds staff has begun a regular maintenance/cleaning schedule of coils in the HVAC systems throughout the library buildings to ensure they run efficiently.
- Workers are replacing the tiles under the front canopy at the Library Center with more skid-proof tiles.
- Staff repainted the Local History bathroom and the department manager's office.
- Workers replaced the compressor in the server room at the Library Center.
- The Library Station outside front area received a new coat of paint.
- A new, larger sink was installed in the Republic Branch staff room.

Programs-Services-Technology Committee: Norgard reported for the Programs-Services-Technology Committee. The committee met on August 10 and Executive Director Regina Cooper presented information about how the Library decides on new services. Cooper will make a presentation at the September meeting.

Report of the Director:

- A traveling exhibit, "The Man Who Made Modern America," about the life of Alexander Hamilton is in the concourse at the Library Center from August 8 through September 4.
- The reorganization of the collection that combines both Dewey Decimal numbers and subject areas is continuing and the relabeling is almost finished.
- Staff at the Library Center are currently testing Bluubeam technology before rolling out a pilot project for library users. The current year's cost of \$1,300 is being funded by the Blue Current Credit Union.
- The Library has been selected as the Missouri Library of the Year by the Missouri Library Association. The award will be presented at the MLA Conference in Springfield in October.
- A proposed Amended and Restated Plan for an Industrial Development Project for Kraft Heinz Foods Co. will be considered at the Springfield City Council's regular meeting on Monday, August 22, 2016. This will reduce the Library's tax revenue by \$26,773 over the next ten years.
- Youth Services Coordinator Nancee Dahms-Stinson was named one of five 2016 Read Aloud Champions for the national Read Aloud 15 Minutes program.
- Library Station Reference Librarian Tysha Shay will help present an all-day preconference session at the 2017 ALA Conference on Becoming a Dementia-Friendly Library: Serving People Living with Dementia in Your Community.
- Library Center Youth Services Manager Sarah Bean Thompson has been named a member of the Association of Library Services for Children (ALSC) Children and Technology Committee.

Foundation Update: Richardson reported that the ReNew Brentwood campaign is \$19,300 away from their goal. The Steering Committee will begin meeting again after the end of the summer. There are a couple of grant applications outstanding and one will be filed soon. The Foundation will be sponsoring a Music & Lyrics Workshop at the Library Center on Saturday, September 24 for those interested in crafting lyrics, how to get songs published and the music industry. This will feature guest presenter Tom Sharpe, drummer for Mannheim Steamroller. Sharpe will be returning on Sunday to provide a free concert.

Board Education: Mel Davis, Branch Manager for the temporary Brentwood Branch, provided an overview of the branch including statistics, services, employees, and transactions that have taken place since it opened on April 19, 2016.

New Business:

Approval of Tax Rate: Simpson moved to set the tax rate at the highest allowable rate of \$0.2471; Ehase seconded. Ehase yea, Garvin yea, Jeffries yea, McKinney yea, Moore yea, Norgard yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Miscellaneous Items:

AMH Lessee Resolution: Cooper distributed copies of the Lessee Resolution. The Library had originally hoped to pay for the automated materials handling outright. However, due to the fact that some of the \$580,000 in pledges for the ReNew Brentwood Campaign have not arrived, the Library will need to finance at \$5,500 per month. After paying 18 payments, the Library can pay the balance early without any penalties. The resolution needs to be approved by the board and signed by certain board members. The paperwork for financing from Susquehanna Commercial Finance, Inc. has been vetted by the Library's attorney. Jeffries moved to approve the Lessee Resolution; Garvin seconded. Ehase yea, Garvin yea, Jeffries yea, McKinney yea, Moore yea, Norgard yea, Risdal-Barnes yea, Simpson yea. Motion carried.

December Board and Committee Meetings: Cooper asked to move the December board and committee meetings up a week. The board meeting is currently scheduled on December 20 and the Finance-Personnel meeting on December 19, 2016. Cooper asked to move the board meeting to December 13, Finance-Personnel to December 12 and Buildings and Grounds Committee meeting to December 6, 2016.

Library Foundation Liaison: Cooper announced that Norgard has agreed to serve as the liaison to the Library Foundation and asked that she be officially appointed by the President. President McKinney appointed Norgard as liaison. The next Foundation Board meeting is on September 26. Plans will be discussed for what the Foundation will do after the ReNew Brentwood Campaign is over.

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

The regular session was adjourned at a 5:05 p.m.

Board of Trustees

Planning and Development Librarian