



**Springfield-Greene County Library Board of Trustees  
December 15, 2015  
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, December 15, 2015, at 4:00 p.m. at the Library Center, 4653 S. Campbell Avenue, Springfield, 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:	Present
Steven Ehase, Secretary and Member:	Absent
Michele Risdal-Barnes, Treasurer and Member:	Present
Derek Fraley, Member	Absent
Bill Garvin, Member	Present
James Jeffries, Member:	Absent
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. Moulder thanked the Community Relations department for the holiday gift mugs and candy.

Disposition of Minutes: Simpson moved to approve the minutes of the regular session of November 17, 2015; McKinney seconded. Garvin yea, McKinney yea, Moulder yea, Norgard yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: Risdal-Barnes reported for the Finance-Personnel Committee. With 41.7 percent of the year elapsed, the Library was 3.3 percent under budget. Year-to-date revenue was \$640,987.57 and year-to-date expenses were \$5,602,849.04. The first 2015 tax revenues came in today and will appear in the December 2015 financial report. Some trusts are down but are a reflection of the economy in general. Discretionary outflows have been limited so far but will pick up.

Risdal-Barnes introduced Karen Roberts of Roberts, McKenzie, Mangan & Cummings, presenting the audit on behalf of Rob Rebmann, lead auditor, who could not be at the meeting. Roberts thanked the board and directed them to the memo prepared by Rebmann, and

highlighted some details from the audit. On Rebmann's behalf, she complimented the practice of having a third-party CPA review the financials. The audit was delayed this year because of the new GASB 68 pension reporting requirements which caused LAGERS to release information later than normal. The auditors issued an unmodified opinion, the best one can have, clean and with nothing of concern. The new net pension liability (or asset) reporting requirement provided by LAGERS was a net pension asset for the Library for the 2014-2015 year. Roberts reported that this asset or liability level will vary year by year, mostly driven by the cycles of the economy. Unrestricted net position was reported at \$7,313,214, an increase over the prior year. Revenues and expenses were consistent. Bonds were paid down to \$2.375 million. The board was encouraged to direct any specific questions about the audit to Rob Rebmann. Risdal-Barnes moved to approve the audit report for year ended 6/30/15 as presented; Garvin seconded. Garvin yea, McKinney yea, Moulder yea, Norgard yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Buildings and Grounds Committee: Garvin reported for the Buildings and Grounds Committee. The committee met on Friday, December 11, 2015 at 10:00 a.m. at the Library Center to hear presentations from the top two final candidates for general contractor on the ReNew Brentwood project, Branco Construction and Morelock-Ross Builders. Garvin gave an overview of the two-month search process so far. After hearing the presentations from the firms and having deliberations, the committee agreed that either firm would do a good job, but ultimately it was decided to bring a recommendation to open negotiations with Morelock-Ross Builders. Garvin reported that during the meeting, Fraley voted for Branco, but did defer to the consensus. For the record, Norgard refrained from discussion and will abstain from voting for professional ethical reasons. Moulder moved to approve Morelock-Ross as the General Contractor for the ReNew Brentwood project and allow the Library administrative staff to enter into negotiations for that contract; McKinney seconded. Garvin yea, McKinney yea, Moulder yea, Norgard abstain, Risdal-Barnes yea, Simpson yea. Motion carried.

Report of the Director:

- The Secretary of State's chief of staff called members of the SOS Library Development Council the day before their November meeting to let them know that the Secretary of State's budget request had been turned in that day and did not include a request to restore library funding to 2015 levels. The reasons given: Governor Jay Nixon had told their office that the request would not be granted unless the request came from a member or members of the legislature. The chief of staff said that it will be up to the librarians to lobby for these funds. However, the SOS's office is offering to help the library community in any way it can.
- The Holiday Store for children to purchase gifts for family and friends was held in early December. This year in addition to stores at the Library Center, Library Station and Brentwood, smaller versions of the store were added at the Republic, Willard, Midtown Carnegie and Ash Grove branches. The store had sales of \$11,802.57, \$1,580 more than last year. Profits from the store help fund the Library's summer reading program.
- The Library was one of 14 libraries selected to participate in the upcoming tour of the "Explore Space: Exploring Our Solar System and Beyond" traveling exhibition from the American Library Association. In addition to the exhibit, the Library will receive \$1,000 to

support public programming. The exhibit is part of the STAR Library Education Network (STAR\_Net) led by the National Center for Interactive Learning at the Space Science Institute. Also partnering with ALA is the Lunar and Planetary Institute and the Afterschool Alliance. The exhibit is supported through a grant from the National Science Foundation.

- The research collection of the Ozarks Genealogical Society has been housed at the Springfield-Greene County Library District since 1983. While all materials have been available for public use, they have been available for checkout only to OGS members. The Library signed a Memorandum of Agreement with the Society to allow the materials to be borrowed by anyone with a Springfield-Greene County Library card.
- Library staff began working with the Springfield Public Schools English Language Learners program. The Library is helping to inform immigrants and provide resources to them that will help these newcomers naturalize and succeed in the community.
- A few months ago SmartProcure in Deerfield Beach, Florida requested a copy of all purchase orders issued by the Library from January 1, 2008 to July 27, 2015. Since the Library rarely uses purchase orders, the company amended its request to invoices for that same time period. The Business Office created a report and responded. Recently the Library received that same request for information from the last quarter. Cooper asked if they would be making this request every quarter, and the answer was yes. On December 7 the Library responded, quoting *Jones vs. Jackson County Circuit Court*, 162 SW3d 53 (Mo. App. W.D. 2005) that the Sunshine Law does not require a governmental body to create a new record upon request but only to provide access to existing records held or maintained by the public governmental body. The time estimate for searching for those invoices (5,000-plus) and making them available was 333 hours at a cost of approximately \$3,500. The company had not yet responded.
- A revised schedule for the Buildings and Grounds Committee was distributed.

Foundation Update: Cooper reported for the Foundation that the ReNew Brentwood steering committee chairs were scheduled to meet on December 16. A renewed grant request was sent to the CW Titus Foundation last week. A direct mail campaign for ReNew Brentwood went out in October and had taken in about \$8,000. The wine tasting event raised \$700. There will be an author event April 23, and the Foundation was still waiting to hear back from the author. Brentwood donations eligible for Friends of the Library match were \$18,156.66.

Adjournment to Closed Session: McKinney moved to adjourn the regular session and go into closed session; Risdal-Barnes seconded. Garvin yea, McKinney yea, Moulder yea, Norgard yea, Risdal-Barnes yea, Simpson yea. Motion carried.

The regular session was adjourned at a 4:39 p.m.

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Board of Trustees

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Director of Business Operations