



Springfield-Greene County Library Board of Trustees
February 16, 2010
Minutes

The Springfield-Greene County Library Board of Trustees met on Tuesday, Feb. 16, 2010, at the Library Center with Neil Guion presiding.

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

Members absent: Kim Kollmeyer

Disposition of Minutes: Hicks moved to approve the Jan. 19, 2009, minutes from the planning retreat, regular and closed sessions. Nichols seconded. Carrier yea, Crise yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Nichols yea, Richards yea. Motion carried.

Library Foundation: Director Michelle Creed reported the Board at its February meeting adopted the new mission statement: "The Library Foundation promotes charitable giving in support of a strong and innovative Springfield-Greene County Library District." The Board's priority will be planning a campaign for a new Bookmobile. Creed will talk with each Library Board member about prospects for giving to the Foundation.

Finance and Personnel Committee: Through January, the Library was 3.7 percent under budget. Year-to-date revenues totaled \$6,625,748 versus \$10,459,210 in expenses. Income included first and second quarter Arts and Entertainers Tax proceeds from the Missouri State Library as well as receipts from the following grants: Friends of the Library for distribution from the Fall Book Sale, printing and postage reimbursement; U. S. Department of Education Ready-to-Learn and Library Services and Technology Act (LSTA) Gates Hardware. Miscellaneous Income included reimbursement for the lightning damage insurance claim and an annual distribution from the Community Foundation of the Ozarks Toombs Memorial.

Expenses included credits for e-rate discounts for monthly telephone service from Account 5321 Telephone. Staff are continuing to work with AT&T representatives to resolve billing issues such as crediting back taxes charged, cancelling lines transferred from the VoIP system and lines no longer in use. Account 5371 Building Repairs included expenses for stone cleaning and masonry restoration at the Midtown Carnegie Branch as well as leak repairs and roof inspections at the Library Center and Library Station. Account 5373 Office Equipment Repairs included training software for the Edge Community Technology Center.

Buildings and Grounds Committee: Chair Cheryl Griffeth reported the book drop at the Republic Branch will be moved to a new location and the damaged panels replaced because it has been hit by vehicles four times. The book drop will not be accessible from a vehicle. Patrons will have to walk up to the book drop to return their materials. Parts are ordered for the heat exchange in the heating system at the Library Center's Children's Department.

Programs, Services and Technology Committee: Information Technology Manager David Patillo gave an overview of electronic services as part of the strategic planning reports. The committee will present a condensed report as part of the Board education at a future Board meeting.

Circulation in January increased 1.1 percent with 328,661 materials circulating systemwide. Total branch traffic increased .2 percent with 150,093 patron visits. Systemwide, 1,652 groups used the meeting rooms with an attendance of 9,246. There were 650,654 searches from remote use of the Library's electronic products. The Web server recorded a total of 1,644,903 page views by 87,877 visitors during January.

Report of the Director: Executive Director Regina G. Cooper reported the Springfield Salute to Legislators and the Missouri Library Association Legislative Day allowed two opportunities to inform legislators about the needs of libraries. Cooper as well as Trustee David Richards, Associate Director of Public Services Jim Schmidt and Community Relations Director Kathleen O'Dell met individually with each of the nine southwest Missouri legislators on MLA Legislative Day.

Proposed legislation for SB735 would require public libraries to adopt policies on the placement of books and other materials that are obscene or pornographic for minors. The Springfield-Greene County Library District has a collection management policy and separates collections. Requests for Reconsideration of Library Materials forms are also available to patrons.

The "Food for Fines" promotion was a success with patrons donating more than three tons of food throughout the district to the Ozarks Food Harvest to help restock their food supplies. The Library waived \$3,168.14 in fines. The Library Foundation is supporting the project with a matching donation to make up for the lost revenue.

A staff committee was formed to work out details towards developing a Wellness Program for staff.

Planning and Development Coordinator Carol Grimes announced her retirement. Grimes has been employed with the Library District since March 11, 1991. The job description is being evaluated and should be posted in the near future.

Library Center Youth Services Associate Sarah Bean Thompson's article, "Book Blogs: Generating Buzz on Social Media Platforms," was published in the February issue of *VOYA*, a professional journal for teen librarians.

The Park Central Branch reading cubes are featured in the February issue of *417 Magazine* as the "Best Nook" in Springfield.

Local author Louise Jackson would like to bequest the copyright from her last two books to the Library. Library Foundation Director Michelle Creed will contact Louise Jackson to work out the details.

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

The meeting adjourned to closed session at 4:25 p.m.

The Board resumed regular session at 4:45 p.m.

Kenton DeVries left the meeting.

Board Education: Interlibrary Loan Manager Rhonda Brown reviewed traditional interlibrary loan and Missouri Bibliographic Information Users System (MOBIUS) services offered. Through resource sharing, the Library is able to borrow copies of library materials for patrons not found in our collection and lends copies requested by other libraries. Through traditional Interlibrary Loan, the Online Computer Library Center (OCLC) membership enables nationwide access to more than 9,000 member institutions. The MOBIUS membership enables statewide access to 59 academic institutions, the Missouri State Library and two public libraries. The average turnaround per item is one to four days. The member institutions contract shared delivery service, saving the libraries money on postage and mailing supplies. Interlibrary Loan activity for 2009 totaled 10,234 items exchanged, and MOBIUS activity total 31,760 items.

Cheryl Griffeth left the meeting.

New Business: Currently, the Foundation By-Laws require the Springfield-Greene County Library District Board of Trustees to elect members to the Library Foundation Board of Directors. The Foundation requested becoming a self-perpetuating board, enabling new board members to be elected by existing board members.

It was the consensus of the Board to allow the Library Foundation to change its by-laws to a self-perpetuating Board of Directors.

Hicks moved the Board adjourn to closed session to discuss the executive director's annual evaluation. Richards seconded. A roll call vote was taken. Carrier yea, Crise yea, Guion yea, Hicks yea, Nichols yea, Richards yea. Motion carried.

The meeting adjourned to closed session at 5:15 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager