



Springfield-Greene County Library Board of Trustees
February 15, 2022
Meeting Minutes

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, February 15, 2022, at 4:00 p.m. at the Willard Brach Library.

Members of the Board of Trustees were present or absent as follows:

| <u>Roll Call</u> | <u>Present/Absent</u> |
|---|------------------------------|
| Emily Denniston, President and Member: | Present |
| Clinton Beecham, Vice President and Member: | Present |
| Rachael Morrow, Treasurer and Member: | Present |
| Stacey Penney, Secretary and Member: | Present |
| Cindy Waites, Member: | Present |
| David Yancey, Member: | Absent |
| Samuel Snider, Member: | Present |
| Chris Bozarth, Member: | Present |

The President of the Board of Trustees called this meeting to order at 4:04 p.m.

Consent Agenda:

- Minutes – January 18, 2022 Board Meeting
A motion was made (Mr. Bozarth) and seconded (Mr. Beecham) to approve the consent agenda. Motion carried.

Standing Committees:

Buildings & Grounds Committee:

Mr. Beecham reported for the Buildings & Grounds Committee that met on February 8.

The electric for Library Express East (LEE) will be run under Chestnut Expressway, which was the least expensive alternative. The permit should be approved by February 20 and the estimated opening date is in late April.

The roof at the Library Station should be finished by month-end. Delta hit seven conduits during the installation, which have been repaired. We will seek reimbursement

from Delta for the repairs. We are still working with the insurance company on the canopy replacement from storm damage.

The flooring for Seattle Roast at the Library Center was finished the afternoon of the Board meeting. They are hoping to open by the end of February or early March.

The Republic Branch had to replace a heat exchanger, costing \$3,000. The Buildings & Ground Committee brought a motion to the Board authorizing up to \$5,000 for an architect to put together a rendering for a potential Republic Branch. Ms. Waites inquired about determining elevation, dimensions, etc. before seeking a rendering. Ms. Denniston explained the difficulty with timing regarding the process of seeking ARPA funds. Mr. Bozarth inquired about the selection process for an architect. Ms. Cooper explained that as part of the ARPA request, a recommendation was made to have a preliminary plan in place, starting with a rendering. When the project is ready to move forward, an RFQ will be sent and the Board will use a matrix to score. A motion was made (Mr. Beecham) and seconded (Mr. Bozarth) to authorize up to \$5,000 for the rendering of a potential Republic Branch. Motion carried.

Executive Committee:

Ms. Denniston reported for the Executive Committee that met on February 8. The meeting consisted of previewing the February agenda and discussing potential nominations to replace the Board seat of Michelle Nahon Moulder. Mr Beecham will be heading a nominating committee to fill that seat.

Ms. Nahon Moulder was the Board liaison with the Library Foundation. Ms. Waites was requested and agreed to take this role going forward.

Finance & Personnel Committee:

Ms. Morrow reported for the Finance & Personnel Committee that met on February 15.

Specific documents covered included:

- Financial Highlights Report
- Monthly Budget Summary
- Balance Sheet
- Cash Flow Report

As of January 31, 2022, 58.3% of the fiscal year has elapsed with 49.3% of the budget being spent.

Tax revenue received in January was \$9,694,646.26. So far, 70.7% of budgeted income from tax revenue has been received. At this point, there is no indication of lower collections other than delayed payment of taxes due to the delayed mailing of the tax bills.

Report of the Director:

Ms. Cooper highlighted many items from the Executive Director’s Report for February 2022. Please see the Executive Director’s Report for February 2022.

Library Foundation update:

Gay Wilson provided an update for the Foundation. The Foundation had net revenue of \$14,402.31 in December and paid out \$31,774.20 in grants to the Library District. The Foundation recently received a hand-made quilt with a literacy theme that will be used for a future fundraiser.

Update on Strategic Plan

Ms. Cooper provided an update on Strategic Initiative 2: Improve Access to Services for All Citizens of Greene County.

Presentation of the Nature Literacy Program

Tysha Shay presented on two of the Nature Literacy programs in Republic, the Bird Feeding Station, and the Adventure Backpacks.

Miscellaneous Items:

Ms. Denniston recognized the retirement of Shelli Kaminski, the gift shop manager. Shelli has served as the gift shop manager for 20 years.

A motion was made (Mr. Beecham) and seconded (Mr. Bozarth) to adjourn from regular session.

| <u>Board Members</u> | <u>Yes/No</u> |
|---|---------------|
| Emily Denniston, President and Member: | Yes |
| Clinton Beecham, Vice President and Member: | Yes |
| Rachael Morrow, Treasurer and Member: | Yes |
| Stacey Penney, Secretary and Member: | Yes |
| Cindy Waites, Member: | Yes |
| Samuel Snider, Member: | Yes |
| Chris Bozarth, Member: | Yes |

The regular session adjourned at 5:18 p.m.

Board of Trustees

Planning & Development Librarian