



**Springfield-Greene County Library Board of Trustees
January 21, 2014
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, January 21, 2014, at 4:00 p.m. at the Brentwood Branch Library, 2214 Brentwood Boulevard, Springfield, Missouri. Members of the Board of Trustees were present or absent as follows:

Present/Absent

Kenton DeVries, President and Member:	Present
James Jeffries, Vice President and Member:	Present
Kim Kollmeyer, Secretary and Member:	Present
Cheryl Griffeth, Treasurer and Member:	Present
Steven Ehase, Member:	Present
Vickie Hicks, Member:	Present
Andrea McKinney, Member:	Present
Michelle Moulder, Member:	Present
David Richards, Member:	Present

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

Disposition of Minutes:

Kollmeyer moved to approve the minutes of the regular session of December 17, 2013; Nahon seconded. DeVries yea, Ehase yea, Griffeth yea, Hicks yea, Jeffries yea, Kollmeyer yea, McKinney yea, Moulder yea, Richards yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: The December 2013 financial statements were presented. Through December, or 50.0 percent of the fiscal year, the Library was 10.1 percent under budget. December tax revenue was \$1,353,302.73, which was down a little from previous years, but should come up and with upcoming tax revenue. Trust income was above the budgeted amount at 74 percent. Year-to-date revenues were at about \$1.4 million, and year-to-date expenses were at \$2.26 million.

Personnel was under budget at 42.6 percent. Operating and maintenance was at 39 percent spent for the year but will have some budget markups and some drawdowns in the second half of the budget year. Capital outlay for the year was \$48,725.76, all in computer hardware, some of which was utilizing grant money. Other capital items will be purchased in the second half of the budget year.

Cash on December 31, 2013 was at \$3,055,460.76, compared to December 2012 at \$3,320,856.

Buildings and Grounds: Richards reported that the boiler at the Brentwood Branch Library need repairs of \$1,700 and \$1,900 in December. The Library Station sustained some damage to a wall by a mobility aid scooter, which at the time was being driven by a child. The roof inspection at the Library Station was completed, revealing the need to re-do some cabling. The entire district-wide security camera system may need to be replaced.

Programs-Services-Technology Committee: No meeting in December.

Report of the Director:

- A longtime patron made an anonymous donation of \$770,442.50 to the Brentwood Capital Campaign through a transfer of stock on December 30, 2013. The campaign has raised \$1,220,896.03 so far.
- The Missouri Humanities Council has confirmed a \$2,220 grant for Summer Reading Program which will fund performer fees.
- Food for Fines will take place January 26 – February 1, 2014. Each item donated earns a 50 cent reduction on overdue fines. Last year patrons brought in 7,433 pounds of food.
- The Library will conduct surveys of patrons and the community this year. Input on survey questions is encouraged from staff and board members.
- Salute to Legislators occurs on January 22, 2014 in Jefferson City, Missouri, and Assistant Director Jim Schmidt, Community Relations Director Kathleen O'Dell, and Cooper will attend.
- Missouri Library Association Advocacy Day will be in held on February 4, 2014 in Jefferson City. Staff will be speaking individually with legislators about library issues, and board members are welcome to join.
- Passport Acceptance Center applications are still on freeze, but with a January 31 re-certification deadline for existing centers, new information about volume of applications will trigger a review for a possible additional center, and may be an opportunity for the Library to apply.
- The Dolly Parton Imagination Library celebration was held last week. Youth Services Manager Nancee Dahms-Stinson met the goal for number of children signed up within the first nine months.
- The American Library Association's midwinter conference will begin Friday January 24, 2014 and Cooper will attend.

Foundation Update: So far the Brentwood Capital Campaign has raised \$1,220,331, and includes the \$770,422.50 anonymous donation of December 30, 2013. Also, this includes \$307,000 in pledges that have been received. Three first-to-know events have been or will be held, the next being at 5:30 p.m. on January 23, 2014 at the Brentwood Branch. The last one will be on February 20 at 7:30 a.m. and will last one hour. In the next 6 - 12 months, the silent phase continues with major gifts being sought, focusing on individuals and foundations. A grant application will be submitted to the Titus Foundation. One has been submitted to the BKD foundation. The Foundation is investigating potential NAP (Neighborhood Assistance Program) tax credit status to maximize donations for donors wishing to take advantage of the program. Trustees were encouraged to submit names of any potential donors or contacts.

Adjournment:

Hicks moved to adjourn the open session; Griffeth seconded. DeVries yea, Ehase yea, Griffeth yea, Hicks yea, Jeffries yea, Kollmeyer yea, McKinney yea, Moulder yea, Richards yea. Motion carried. The meeting adjourned at 4:30 p.m.

Hicks moved to go into closed session for real estate; Kollmeyer seconded. DeVries yea, Ehase yea, Griffeth yea, Hicks yea, Jeffries yea, Kollmeyer yea, McKinney yea, Moulder yea, Richards yea. Motion carried.

The meeting went into closed session at 4:30 p.m.

Board of Trustees

Director of Business Operations