



**Springfield-Greene County Library Board of Trustees
January 20, 2015
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, January 20, 2015, at 4:00 p.m. at the Midtown Carnegie Branch Library, 397 E. Central Street, Springfield, Missouri. Members of the Board of Trustees were present or absent as follows:

Present/Absent

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|----------------------------------------------|---------|
| James Jeffries, President and Member: | Present |
| Michelle Moulder, Vice President and Member: | Absent |
| Steven Ehase, Secretary and Member: | Absent |
| Andrea McKinney, Treasurer and Member: | Present |
| Kenton DeVries, Member: | Present |
| Kim Kollmeyer, Member: | Absent |
| David Richards, Member: | Present |
| Michele Risdal-Barnes, 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.

Disposition of Minutes: The regular session minutes from December 16, 2014 were corrected on page 2 (a typo in the word "October"). Simpson moved to approve the minutes as corrected; McKinney seconded. DeVries yea, Jeffries yea, McKinney yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: The December 2014 financial statements were presented. With 50.0 percent of the 2014-2015 budget year elapsed, the Library was 7.3 percent under budget. Year-to-date revenues were \$1.2 million, with the normal large increase in tax revenues for this time of year. Revenue other than taxes were trending upward, with out-of-county fees at 50.8 percent of budget. For expenses, the personnel budget category was at 46.6 percent spent, putting it at 3.4 percent under budget. The operating and maintenance category of expenses was at 37.2 percent for the year. Charges and services were higher in December due to the real property taxes paid on the Republic Branch Library. Although building repair was higher than

November, the expense category charges and services overall was under budget at 43.1 percent. Account 5321 telephones was over budget because of the Morenet annual fee and the withheld REAL money from the state. Cooper will be attending a Metro Partnership meeting with the governor's office to appeal for the release of those funds. Total capital outlay included computer hardware expenses, with no variances of concern. On the balance sheet, the cash was at \$1.5 million with the large annual tax inflows expected in January. The committee's closed session will be reported on in the board's closed session.

Buildings and Grounds Committee:

- Park Central Branch CPTED (Crime Prevention Through Environmental Design) work was completed.
- The Ash Grove Branch sidewalk was finished and included new steps, railings, and signage.
- At the Midtown Carnegie Branch, new carpet was installed in the lower level. A bid was out for the replacement of restroom floors. Replacement of the rest of the floors was bid at \$6,500.
- A salt spreader for the library pickup truck was purchased for \$2,000.
- Midwest Fibre was hired to be the Library's paper and cardboard recycling vendor.
- The large train at the Library Station will be replaced. The Buildings and Grounds crew will remove the old train and install the new one.
- The parking lot gate at the Library Center was hit by a car and damaged during icy conditions.

Report of the Director:

- Missouri Library Association Advocacy Day will be February 11, 2015 in Jefferson City, and board members were invited to attend.
- Greene County officials were invited to attend a get-to-know-you breakfast at the Library Center on January 27 from 7:30 to 8:30 a.m. Board members were invited to attend.
- Holiday Store sales totaled \$10,242.61, breaking \$10,000 for the first time. Proceeds from the Holiday Store go toward the Summer Reading Program.
- With the IRS eliminating distribution of tax forms and instruction booklets, the Library created information signs for the public and provided reference copies of the instruction booklets at each location.
- Three new bills for tax abatements were read before the Springfield City Council on January 12, and will be voted on at the January 26 meeting. If passed, any taxes on the increase to the assessed value of the land and improvements will be abated for ten years.
- The Library now offers free online practice driving tests at sgcl.driving-tests.org.
- Lynda.com training courses are now available remotely with a library card at thelibrary.org/lynda.
- The Midtown Carnegie Branch and the Library Station will offer heirloom seed libraries as a pilot project beginning in early March. If successful, the service may be offered at other appropriate locations.
- Electronic Resources Librarian Renee Brumett has been appointed to the MOBIUS Strategic Planning Committee.
- The Human Resources Department shared demographic information about the Library

staff: minorities are at 4 percent from 2 percent; males now make up 27 percent of the staff compared to 15 percent; and the average age of the staff is 40.7, which is down slightly.

- Buildings and Grounds Committee will meet at a different time and location in February: 8:00 a.m. on Monday, February 9, at the Midtown Carnegie Branch.

Foundation Update: Foundation and Development Director Valerie Richardson reported on the status of the Brentwood Capital Campaign. The campaign is at approximately \$1,275,000, including pledges. There is also an additional pending donation of \$5,000 from two staff members, Charity Huechteman and Jeannine Birkenfeld, who performed webinars and training for the Missouri State Library and elected to grant the excess to the Brentwood Capital Campaign. Richardson expects to hear from pending grant applications by mid-March. The application for NAP tax credits was denied. It may be possible to reapply with a different format. May 5, 2015 is “Give Ozarks” day, and the Community Foundation of the Ozarks is sponsoring a one-day giving marathon through social media, with the potential for up to \$5,000 in matching funds, to be given to establish or build up an existing endowment.

Board Education: Krissy Sinor, Training Coordinator, presented an update on the Edge Community Technology Center. The Edge has a new entry on the lower level. Sinor showed a film of how the 3-D printer works and updated the board on the new media lab for public use.

Closed Session: Risdal-Barnes moved to go into closed session for personnel; DeVries seconded. DeVries yea, Jeffries yea, McKinney yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried.

The meeting went into closed session at 4:50 p.m.

Board of Trustees

Director of Business Operations