



**Springfield-Greene County Library Board of Trustees
July 20, 2004
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, July 20, 2004, at the Republic Branch Library.

Members present: Bruce Chrisope, Gary Funk, Cliff Groover, Cherri Jones, Bill Mauck, Stephanie Stenger-Montgomery

Library Board President Bill Mauck introduced Stephanie Stenger-Montgomery, a County appointee to the Library Board.

Members absent: Krystal Compas, Morey Mechlin, Jean Woody

Election of Officers: The following officers were unanimously elected by secret ballot:

President—Cliff Groover
Vice President—Morey Mechlin
Secretary—Krystal Compas
Treasurer—Bruce Chrisope

Disposition of Minutes: Chrisope moved to approve the May 18, June 15 and July 13, 2004, minutes. Jones seconded. Chrisope yea, Funk yea, Groover yea, Jones yea, Mauck yea, Montgomery yea. Motion carried.

Finance/Personnel: In June, the Library was 4.7% over budget. This report is a preliminary report, and a final year-end report will come after the final invoices have been paid for the budget year. Income included annual invoice receipts from Consortium members, a payment from Between Friends for gift shop proceeds as well as six months of payroll reimbursement, a quarterly distribution from the Buhrman Trust and reimbursement from the insurance company for fire damage replacements at the Library Center. The Library also received reimbursement from Commerce Bank for bond proceeds on Library Station project costs.

Expenses included landscaping, exterior paint for the Brentwood Branch and security equipment from account 5371 Building Repairs. Account 6411 Office Equipment & Furniture included shelving for the Library Center and the Midtown Carnegie Branch, electric wheelchairs for the Library Center and the Library Station and office chairs for the Library Center.

Library card registrations increased 10.7% with a total of 2,138 new cardholders in June. Circulation increased 30.5% with 291,422 materials circulating systemwide. The Library Center circulated 102,250 materials. Systemwide, 1,045 groups used the meeting rooms with an attendance of 6,551 and 244 programs were held with an attendance of 7,162. The web server had a total of 3,922,693 hits during the month of June.

Groover moved to accept the financial and statistical report as presented. Chrisope seconded. Chrisope yea, Funk yea, Groover yea, Jones yea, Mauck yea, Montgomery yea. Motion carried.

The actual tax receipts were within .2% of the total taxes budgeted for fiscal year 2003-2004.

The Finance/Personnel Committee reviewed the bids for auditing services and authorized Executive Director Annie Busch to accept an offer from the low bidder Roberts, McKenzie, Mangan & Cummings (RMMC) for auditing services for three years beginning with the fiscal year ending June 30, 2004, contingent on final review of proposals by Administration.

The Board authorized Busch to counter an offer received from Jordan Valley Medical Clinic to purchase the Kearney Branch property. Realtor Dave Murray received an e-mail on Friday, July 16, that the medical clinic is no longer interested in the property.

The Finance/Personnel Committee met with Health Insurance Broker Dan Burns to review proposals for off-anniversary health insurance options to coincide with the Library's fiscal year budgeting cycle. After reviewing the options, it was the consensus of the committee to not make any changes in the Library's current benefit plan and go through the formal bidding process in the fall to coincide with the current renewal date.

Building and Grounds: After new committee appointments are made next meeting, the Buildings and Grounds Committee will meet to review the proposed facilities plan before presenting the final document for approval.

Gary Funk left the meeting.

Report of the Director: The Executive Director's annual report focused on the one-year anniversary of the Library Station and the overwhelming support of the public after the arson fire at the Library Center on January 19, 2004. The Library staff made excellent progress on the goal of updating the collections with a targeted age of an average age of five years. Security cameras were added at the Library Station and Library Center and access controls were added to staff doors at the Library Station.

The Library appeared in the July, 2004, issue of BUILDINGS magazine.

Landscaping was completed at the Brentwood Branch. Jean Woody designed the landscaping layout and assisted in planting plants and trimming shrubs. Other improvements at the Brentwood Branch include the painting of the soffits, repair of gutters and installation of new exterior lights on the front of the building.

New Business: Jones moved to change the slate of officers to President, Vice President, Secretary and Treasurer as listed in the proposed revisions to the by-laws, Article IV Section 4. The sentence "Such delegation shall in no way, however, relieve the Treasurer from responsibility for the performance of statutory duties" should be included in the description of Treasurer. Punctuation and capitalization corrections were also discussed for that section. Chrisope seconded. Chrisope yea, Groover yea, Jones yea, Mauck yea, Montgomery yea. Motion carried.

Miscellaneous: Collection Development Coordinator Paul Duckworth was presented with an album of photographs with memories of his 28 ½ years of service with the Library District. Duckworth's retirement party will be held from noon-2 p.m. on August 1 at the Springfield Brewing Company.

Chrisope moved to adopt a resolution in appreciation of his 28 ½ years of dedication to the Library District. Jones seconded. Chrisope yea, Groover yea, Jones yea, Mauck yea, Montgomery yea. Motion carried.

County Branch Coordinator Jim Schmidt gave a brief history of the Republic Branch. The branch has been at its current location since July, 2001, and this is the fourth location for the branch in Republic. There is one year remaining on the current lease.

The meeting adjourned at 5:35 p.m.