



**Springfield-Greene County Library Board of Trustees
July 18, 2006
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, July 18, 2006, at the Willard Branch with President Krystal Compas presiding.

Members present: Bruce Chrisope, Krystal Compas, Gary Funk, Neil Guion, Cherri Jones, Rodney Nichols, Jean Woody

Member absent: Morey Mechlin, Stephanie Stenger-Montgomery

County Branch Coordinator Jim Schmidt gave a brief overview of the Willard community. Willard, with a population of about 5,800 residents, is a growing and thriving community. The city has experienced a 29% increase in business licenses and 18% growth in sales tax. The new Willard High School, designed by Architect Jana Funk, is scheduled for completion in August.

Disposition of Minutes: Woody moved to approve the June 20, 2006, minutes of the regular and closed sessions. Chrisope seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Nichols yea, Woody yea. Motion carried.

Programs, Services and Technology Committee: Chair Cherri Jones reported program attendance increased 45.6% with 10,972 patrons attending a total of 367 programs.

Buildings and Grounds Committee: The Buildings and Grounds Committee recommended leasing from Ozarks Greenways a 5,130-square-foot building for \$1 per year for 15 years. Jones seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Nichols abstained, Woody yea. Motion carried. Nichols abstained because he is a member of the Ozarks Greenways Board of Directors.

A bequest of approximately \$90,000 from the Virgil and Mildred Sims Trust earmarked for library service to Willard citizens will fund some of the minor renovations to the building. The Willard Branch lease on the current location in East Shopping Center expires in January 2007.

Woody moved to authorize Executive Director Annie Busch to sign a lease with the Ash Grove Masonic Lodge for three years with a two-year renewal at \$413.87 per month plus a cost-of-living adjustment each year. Nichols seconded. Chrisope yea, Compas yea, Funk yea, Jones yea, Nichols yea, Woody yea. Motion carried.

Details are being finalized for the Stafford Branch Library. Rent is proposed at \$950 per month, and staff will meet with the developer next week to measure the building and make plans for furniture and shelving.

It was the consensus of the Board to approve the concept, pending final negotiations, of leasing a downtown storefront in the Kresge building on Park Central Square. The downtown facility is

expected to be completed in late 2007. Attorney Tom Peebles is investigating the possibility of using a portion of the principal from the Buhrman Trust to establish the location in Center City.

Busch met with Republic Schools Superintendent Pam Hedgpeth about the Board's decision to not accept the proposed lease arrangement for a shared facility. Hedgpeth understood the concerns and may have another offer at a later time.

Neil Guion arrived at the meeting.

Finance and Personnel Committee: Chair Bruce Chrisope reported the committee is continuing to monitor Café 641 activity and will ask Accountant Kathy Hillenburg to attend the August meeting to review the café's financial status.

Through June, the Library was 1.9% under budget. The June report is a preliminary report, and a final year-end report will come after final invoices have been paid for the budget year. Income included annual invoice receipts from consortium members for maintenance and support, a payment from Between Friends for gift shop proceeds as well as six months' payroll reimbursement and a quarterly distribution from the Buhrman Trust. Café 641 made their first reimbursement to the Library for June payrolls.

Expenses included three pay periods in June from Account 5111 Salaries, *Bookends* and summer reading materials from Account 5342 Printing and the purchase and installation of security cameras from Account 5375. A polishing/buffing machine for audiovisual materials was purchased from Account 6411 Office Furniture and Equipment and Account 6412 included a new delivery van.

Chrisope moved to accept the financial report as presented. Guion seconded. Chrisope yea, Compas yea, Funk yea, Guion yea, Jones yea, Nichols yea, Woody yea. Motion carried.

Report of the Director: The band, The High Strung, will perform a concert at the Library Center on Friday, July 21, in the only Missouri stop of its National Rock 'n' Roll Library Tour.

The accounting consultant is working with the Business Office to review processes and procedures for handling funds before they get to the Business Office from the branches.

The Library Foundation is considering two fundraising projects to raise awareness of planned giving. Trustee Morey Mechlin suggested a Kids Book Club of the Month as a joint fundraising project with the Public Schools Foundation. The club would provide an opportunity to pay a yearly subscription and have books mailed to the child of their choice on a monthly basis. An Ozarks Legacy Festival would promote literacy and history of the Ozarks region.

In June, the Stories to Go program issued 187 library cards and 700 children attended storytimes. This grant is funded through August. Since May 30, three parttime Summer Reading to Go staff gave 127 programs to 2,810 children and issued 70 library cards. As part of the summer reading program, 900 books are at 20 community sites for children to read.

The Executive Director's 2005-2006 Annual Report reflected the accomplishments of the past year. Some of these accomplishments included establishing greeter's stations in the lobbies at the Library Center and Library Station, establishing an in-house Leadership Academy to develop

potential managers for the system, approving a strategic plan and working with community leaders and Drury University architectural students in a Center City Visioning Process which helped identify potential sites and services for a possible downtown facility.

New programs introduced included:

- The Big Read, the first community-wide reading program;
- An Authors' Fair;
- March of Technology, a partnership with the ICON computer users' group to provide a day-long informational program on computers and technology;
- Summer Stories-to-Go program.

Security cameras were upgraded and added in the city children's departments and front parking lots at the Library Center and Library Station. Staff worked with MOREnet to cable the Riverbluff Cave for videoconferencing capabilities, the Frisco digitization project was completed, a new website was established for nonprofits called the Nonprofit Prophet and the children's web page enhanced, including a new animated Leo the Library Lion. The Library took over the management of Café 641.

Board Education: Project Director Jazy Mihalik reported the Community Technology Center provided training to 4,001 individual patrons with a total class attendance of 14,665 since The Edge began offering classes four years ago. The Edge was originally funded from grants from the Department of Education and the Institute of Museum and Library Services, which paid for renovations, equipment, staff and software for the technology center. Mihalik also serves on the Staff Training Committee which established a training policy, guidelines and requirements for each staff position. The committee will review and revise the training requirements each year.

New Business: The Nominating Committee recommended the following officers for 2006-2007: President Krystal Compas, Vice President Stephanie Stenger-Montgomery, Secretary Cherri Jones and Treasurer Rodney Nichols. Woody seconded. Chrisope yea, Compas yea, Funk yea, Guion yea, Jones yea, Nichols yea, Woody yea. Motion carried.

Chrisope moved to adjourn the meeting. Jones seconded. Chrisope yea, Compas yea, Funk yea, Guion yea, Jones yea, Nichols yea, Woody yea. Motion carried.

The meeting adjourned at 5 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager