



Springfield-Greene County Library Board of Trustees
July 21, 2009
Minutes

The Springfield-Greene County Library Board of Trustees met on Tuesday, July 21, 2009, at the Library Center with Neil Guion presiding.

Members present: Leslie Carrier, Martha Crise, Kenton DeVries, Cheryl Griffeth, Neil Guion, Vickie Hicks, Rodney Nichols

Members absent: Kim Bartelsmeyer, David Richards

Library Board President Neil Guion introduced Kenton DeVries, a City appointee to the Library Board.

Disposition of Minutes: Carrier moved to approve the June 16, 2009, minutes. Crise seconded. Carrier yea, Crise yea, DeVries yea, Griffeth absent, Guion yea, Hicks yea, Nichols yea. Motion carried.

Finance and Personnel Committee: Through June, the Library was 6.6% under budget. The financial report is a preliminary report, and a final year-end report will come after all invoices have been paid for the budget year. Year-to-date revenue total \$12,107,609 versus \$11,746,183 in expenses. Income included annual invoice receipts from consortium members for maintenance and support and a payment from Between Friends for gift shop proceeds as well as six months' payroll reimbursement. Trust income included a quarterly distribution from the Buhrman Trust as well as \$20,000 requested from the Community Foundation of the Ozarks Willard Branch Library Fund. Grant income included proceeds from the Library Services and Technology Act (LSTA) Connecting Young Adults and Libraries Workshop, the U. S. Department of Education Ready-to-Learn grant and the Community Partnership of the Ozarks Stories-to-Go grant.

Expenses included May and June retirement contributions from Account 5121 LAGERS. Account 5371 Building Repairs included fence painting and sign repairs at the Library Center as well a carpet replacement for the Community Relations Department. Account 6411 Office Furniture and Equipment included a portable storage building for the Buildings and Grounds Department as well as furnishings for the new Willard Branch.

Executive Director Regina Cooper reported the Missouri Library Network Corporation (MLNC) Board approved the Library's appeal of a one-time \$1,500 additional transitional membership fee. The budget included the \$550 regular membership fee.

Cooper reported that due to a mathematical error, the budget approved in June reflects an additional \$35. The quarterly statement from the Community Foundation of the Ozarks reflected an \$8,000 gain in funds for the Willard Branch Library Fund account.

Cheryl Griffeth arrived at the meeting.

Buildings and Grounds Committee: Carrier reported that there was a good turnout for the Willard Branch grand opening ribbon-cutting.

The committee will meet with contractor/developer Don LaRue on Friday, July 24, to discuss a construction timeline for completing the new Republic Branch facility.

The committee reviewed the report submitted by Architect Jim Stufflebeam from Sapp Design Associates and the appraisal for the property adjacent to the Brentwood Branch for potential expansion options.

Cooper talked with Bookmobile vendors at the American Library Association conference in Chicago. A vendor will send a checklist of features to consider as the Library begins plans to replace the nearly 20-year-old model.

City Administrator Rick Hess presented a request for a Library branch for the city of Battlefield. Hess reported Battlefield as a growing community and the third largest city in Greene County. The last census reflected 2,400 residents and now has estimated that there are 5,000. There were more housing starts in the past year than in either Ozark or Nixa.

Developer Paul Larino of Wilson Creek Marketplace offered a 10,290-square-foot space in a retail complex he plans to develop on a 32-acre site at the northwest corner of Republic Road and Farm Road FF. The development will be anchored by a PriceCutter Plus grocery store. He plans to begin construction in June 2010. The proposed Library construction could begin in 2010 with completion in 2011. Guion referred the proposal to the Buildings and Grounds Committee to discuss at the August meeting.

Programs, Services and Technology Committee: Outreach Services Manager Allison Eckhardt and Youth Services Coordinator Nancee Dahms-Stinson gave an overview of outreach services as part of the strategic planning reports. Funding for outreach services is grant-dependent so the committee brainstormed ideas for more sustainable funding. They will present a condensed report as part of the board education at the August meeting.

Circulation in June increased 12.9% with 369,084 materials circulating systemwide. Total branch traffic increased 14.3% with 182,641 patron visits. Systemwide, 1,811 groups used the meeting rooms with an attendance of 8,724. There were 316,591 searches from the Library's electronic products. The web server recorded a total of 1,007,911 page views by 80,214 visitors during June.

Report of the Director: Cooper received a note from the local chapter of the Veterans of Foreign War Ladies Auxiliary thanking the Library for including Veteran's Day as an observed holiday.

Funding for the "Community and Conflict: The Impact of the Civil War in the Ozarks" grant was extended through September 30. The Library will re-apply for the grant in the fall. A public unveiling of the website was held on June 26 at the Library Center.

Community Relations Director Jeanne Duffey will retire on August 7 after 20 years of service. The successful Willard Branch grand opening was one of her final community events for the Library. Duffey arranged for state legislators, city and county officials to attend the ribbon-cutting ceremony.

The new Jordan Valley Community Health Center opened on July 6. The Library has a designated area in the Women's, Infants and Children (WIC) clinic at the health center that features early literacy computers, children's books and parenting books. Funding for the Library's space is provided by the U. S. Department of Education's Ready-to-Learn grant.

The Executive Director's 2008-2009 Annual Report highlighted the retirement of Executive Director Annie Busch in December 2008 and the hiring of Regina Greer Cooper in January 2009. The Strafford Branch opened in August 2008 and construction began on the new Willard and Republic Branches. A "soft" opening was held in Willard on June 29, 2009. The teen area at the Library Center was totally redesigned, new carpet squares

were installed at the Midtown Carnegie Branch and the train at the Library Station was refurbished. PaperWise document management software was installed in the Business Office allowing the Library to go paperless with invoices. Paper and cardboard recycling from IntelliShred by Edco was introduced at the branch locations. The Friends of the Library's spring booksale had sales of \$107,082.57. Early literacy computers were introduced at the Brentwood Branch with plans to add additional units at other branches next year. The Park Central Branch began a pilot project to promote the Library through social networking media.

Board Education: Collection Services Manager Lisa Sampley reviewed the SWOT analysis for the collections services strategic planning committee. She highlighted the strengths, weaknesses, opportunities and threats for collection services as well as reviewed the committee's goals. Goals include "weeding Wednesdays" in which staff visits branches to weed collections for condition and usage. A customer survey focusing on audiovisual materials will be conducted by December 2010. The committee will analyze gaming systems "games" for possible inclusion in the collection. Collection Services staff receives 40-50 patron suggestions per week for materials to include in the collection.

New Business: Guion made the following committee appointments: Finance and Personnel: Rod Nichols, chair; Kim Bartelsmeyer, Martha Crise, Kenton DeVries. Buildings and Grounds: Cheryl Griffeth, chair; Leslie Carrier, Vickie Hicks. Programs, Services and Technology: Leslie Carrier, chair; Vickie Hicks, David Richards.

Carrier moved to appoint Laura Angst and Andrew Tasset to three-year terms on the Library Foundation Board of Directors. Nichols seconded. Carrier yea, Crise yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Nichols yea. Motion carried.

A tax abatement public hearing for the downtown Brick City Redevelopment Area will be held on August 10. Rod Nichols will talk with attorney Sean Whitney, who is representing the developer, about the affects abatements have on Library tax revenue. The Board will work on a process for addressing taxing requests.

Miscellaneous Items: Community Relations Director Jeanne Duffey was presented with an album of photographs with memories of her 20 years of service with the Library District.

Hicks moved to adjourn the meeting. Griffeth seconded. Carrier yea, Crise yea, DeVries yea, Griffeth yea, Guion yea, Hicks yea, Nichols yea. Motion carried.

The meeting adjourned at 5:25 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager