



**Springfield-Greene County Library Board of Trustees
July 21, 2015
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, July 21, 2015, at 4:00 p.m. at the Ash Grove Branch Library, 101 E. Main, Ash Grove, Missouri. Members of the Board of Trustees were present or absent as follows:

Present/Absent

James Jeffries, President and Member:	Present
Michelle Moulder, Vice President and Member:	Present
Steven Ehase, Secretary and Member:	Absent
Andrea McKinney, Treasurer and Member:	Present
Derek Fraley, Member	Absent (arrived later)
Bill Garvin, Member	Present
Ashley Norgard, Member	Absent
Michele Risdal-Barnes, Member:	Present
Matthew Simpson, Member:	Present

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

Election of Officers, 2015-2016: Nominating Committee Chair Moulder presented the following slate of officers for 2015-2016:

President: Michelle Moulder
Vice President: Andrea McKinney
Secretary: Steven Ehase
Treasurer: Michele Risdal-Barnes

Simpson moved to approve the slate of officers as presented; Risdal-Barnes seconded. Garvin yea, Jeffries yea, McKinney yea, Moulder yea, Risdal-Barnes yea, Simpson yea. Motion carried. Moulder as President presided over the meeting.

Disposition of Minutes: Risdal-Barnes moved to approve the minutes of the regular session of June 16, 2015; McKinney seconded. Garvin yea, Jeffries yea, McKinney yea, Moulder yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: With 100 percent of the year elapsed, the Library was 10.8 percent under budget. Year-to-date revenue was \$13,249,074.55 and expenses were \$13,232,609.76. Operating cash at the end of June was \$6,116,606.50, with total cash at \$6,641,074.38.

[Fraley entered the meeting.]

Buildings and Grounds Committee:

- The Library Station parking lot purchase closing was scheduled for July 20, 2015.
- There was power surge damage at the Park Central Branch Library caused damage to computer equipment.
- The delivery van was in two accidents in the last month.
- There was a theft of the contents of one of the Library's maintenance vans of about \$2,880 worth of tools and equipment.
- New chair rails were installed at the Library Station and Library Center to protect against damage to walls.
- A new security buzzer was installed for the Between Friends Gift Shop at the Library Center that will ring at the circulation area.
- The bid for new steps at the Midtown Carnegie Branch was \$98,000, higher than the budgeted amount of \$28,350. Also, a Certificate of Appropriateness will need to be obtained since it is on the local historical registry. The replacement of the Collection Services Department floor received a bid of \$20,000 and had been budgeted at \$10,000.
- The Buildings and Grounds Department added preventive measures against flooding on the north side of the Library Center.

Report of the Director:

- Outreach Assistant Jessica Pecoraro was awarded a Show Me Steps Grant to attend the Association of Bookmobile & Outreach Services conference in St. Charles, Illinois in October. She and Outreach Manager Allison Eckhardt will present a program on the Summer Reading To Go and the Youth Outreach program during the school year.
- The Missouri Humanities Council received grant funding from the National Endowment for the Humanities for the Latino Americans: 500 Years of History project. The Library will be a partner in the project with three special events in November.
- Three new members were appointed to three-year terms on the Library Board of Trustees. The Greene County Commission appointed Derek Fraley, and the City of Springfield appointed William Garvin and Ashley Norgard.
- The Local History and Genealogy Department in the Library Center officially became a district-wide support department on July 1.
- The Springfield-Metro Partnership hosted a thank-you reception for southwest Missouri legislators on July 8 at the Springfield Area Chamber of Commerce. Planning and Development Librarian Gay Wilson represented the Library at the event.
- A letter from a Republic Branch patron offered thanks to the Library for being an inspiration and providing materials for her children to learn to read.

Annual Report of the Director, 2014-2015:

- The Library began the 2014-2015 year with a major exhibit about civil rights and a six-week series of events connected to “Changing America: The Emancipation Proclamation, 1863, and the March on Washington, 1963.” As part of the programming for the exhibit, the Library hosted the Brown sisters of Brown v. Board of Education. The Brown family lived in Springfield for a while and Linda Brown graduated from Central High School.
- The Board of Trustees welcomed two new members to replace outgoing members Vickie Hicks and Cheryl Griffith: county representative Michele Risdal-Barnes and city representative Matthew Simpson. The Public Building Corporation also welcomed new member Marita Thomas. She replaced David Compere, whose term expired.
- Technology additions to the Library included the Mediasurfer iPad dispenser at the Library Center. A cyberbar was installed at the Park Central Branch, allowing patrons to work on their electronic devices and charge them. A Media Lab opened in the Edge Community Technology Center. Twelve Apple iMac computers were made available for the first time at six library locations. The Library introduced text message alerts to patrons. The World War I website *missourioverthere.org* went live. Online driving tests, remote access to lynda.com training, Playaway Launchpads for children and Hoopla e-books and comic books were added to Library services.
- Planning & Development Librarian Gay Wilson and Cooper attended the Public Library Association Boot Camp for training in strategic planning. Work began on the Library’s next strategic plan, which will cover the next five years. The new plan is expected to be presented to the Board of Trustees in October.
- The governor withheld money for libraries in the state budget in 2014-2015 for most of the year but finally released it on April 3, 2015. Additionally, state aid was cut from \$.50 per capita to \$.13 per capita for 2015-2016, and REAL monies were also cut. The Library will feel a loss of \$150,000 in support from the State of Missouri as a result.
- The Friends of the Library fall sale took in \$110,786.23, and they broke their own record by selling \$129,940.61 in the spring. This year they funded music programs at the branches, the Summer Reading Program, miscellaneous branch expenses, new custom-made circulation and reference desks for the Midtown Carnegie Branch and many other programs throughout the District, in addition to fulfilling part of their \$300,000 pledge for the ReNew Brentwood campaign. The Between Friends Holiday Store also broke its record by selling \$10,242.61. Proceeds from this sale support summer reading. The Foundation continued its capital campaign to Renew Brentwood. At the end of June, the total funds raised were \$1,292,391.55, over halfway to the goal of \$2.5 million. They will launch the public phase of the campaign in September. The Foundation also participated in the first Give Ozarks social media day, after which the Annie Busch Early Literacy Fund became an endowment. Passport revenue was above expectations for the year, bringing in \$85,000. A second Passport Acceptance Center opened at the Library Station on June 8. The Missouri State Library contracted with the Library for four Youth Services staff to present workshops across the state on Racing to Read and the Summer Reading Program.

- Four best-selling authors visited the Library District in 2014-2015: Jan Brett , Lois Lowry, Ellen Hopkins, and Chris Crutcher. After their presentations, all of the authors spent hours signing their books and chatting with patrons.
- New services added in 2014-2015 included the Mantels at Midtown, a cooperative project with the Springfield Regional Arts Council. It features a rotating exhibit of local artists' work over each of the mantels in the Midtown Carnegie Branch. The Library also added 100 Stories and Songs for preschoolers, bilingual storytimes at Midtown, two heirloom seed libraries at the Midtown and Library Station branches, a mini gift shop at the Republic Branch, and Racing to Read monthly playtimes. Tulsa City-County Library and a new cluster were added to MOBIUS, thus enlarging our patrons' borrowing opportunities. Space and hours were designated for social service agencies to visit with potential clients at the Midtown Carnegie Branch. Hours were adjusted at Park Central and Ash Grove branches and expanded hours for Sunday drive-up windows at the Library Center and the Library Station made for better service for patrons.
- Four new Greene County officials took office in January, and some members of the administrative staff met with them as well as the current county commissioners over breakfast to educate them about the Library and its services and to talk about working together. Administrative Staff also participated in the Springfield Metro Partnership Salute and the Missouri Library Association Advocacy Day in Jefferson City, and helped host the Freshman Legislative Tour in Springfield.
- Work began on increasing the percentage of self-check usage throughout the Library. The first project was at the Republic Branch, where an additional self-check machine was added, the existing machine was moved and the holds were moved nearby for self-pickup. The percentage of self-checks went from 8 to 15 percent in the first month. A task force studied options for self-service throughout the district and turned in a report with recommendations that will be considered for the Strategic Plan.
- Staff opportunities included a new Adult Programming Committee; Lead the Change 15, a leadership discussion group; new T-shirts featuring the short version of our mission statement, "The Library Enriches and Improves Lives"; participation in a poverty simulation; and service to several national and statewide library organizations as officers and committee members.
- The Library Center and the Fair Grove Branch Library celebrated their fifteenth birthday in 2014-2015, and staff also marched in the Springfield Christmas Parade. The Library received a very good report from the IMLS program officer and the State Library when they came to review administration of grants, and once again the Library received a clean audit of the Library financials.

Foundation Update: Richardson reported that the Brentwood capital campaign is at \$1.3 million and will hold its public phase kickoff on September 20, 2015 from 2 to 4 p.m. There will be a fund raising event at 11:30 a.m. to 1:30 p.m. on Sunday, November 8 at the Aviary. There will be a brunch, cooking and crafts demonstrations, and a silent auction. The purpose of the event is to raise cash to fund a larger event in the spring.

Committee Appointments: Moulder appointed board committee members and asked board members to let her know if there were any concerns.

Adjournment: Risdal-Barnes moved to adjourn; Jeffries seconded. Fraley yea, Garvin yea, Jeffries yea, McKinney yea, Moulder yea, Risdal-Barnes yea, Simpson yea. Motion carried. The meeting adjourned at 4:46 p.m.

Board of Trustees

Director of Business Operations