



**Springfield-Greene County Library Board of Trustees
June 16, 2015
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, June 16, 2015, at 4:00 p.m. at the Library Center, 4653 S. Campbell, Springfield, 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:	Absent
Kenton DeVries, Member:	Absent
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: Simpson moved to approve the minutes of the regular session of May 19, 2015; Moulder seconded. Jeffries yea, Moulder yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: With 91.7 percent of the year elapsed, the Library was 14.6 percent under budget. Year-to-date revenue was \$13,025,957.91 and expenses were \$10,846,337.56. Operating cash at the end of May was \$7,467,906.20, an increase compared to May of 2014, which was \$7,394,885.56. Tax revenues for May were \$143,573.23. Total taxes were very close to 100 percent for the year. The Stephens trust and some grant income also arrived in May. The Friend of the Library granted \$25,771.86 in May, for a year-to-date total of \$91,972.52. The Library also received Foundation grants in May, as well as passport acceptance revenue of \$9,860, which is quite significant. For expenses, health claims have been much lower than budgeted for the year, with a year-to-date total of \$293,958 versus last year of \$446,071.64.

The board noted that the Overdrive circulation increased by 15 percent over last year, and Hoopla was up 44.8 percent over last year. There were 219,849 searches from remote use of the Library's electronic products, with 1,064,269 page views by 141,686 visitors.

The proposed 2015-2016 budget was presented. Since the time of the preliminary budget, the amount of State Aid was finalized, as well as what the REAL funding will be. Grant revenue and expenses were added. In response to the State Aid cuts, \$100,000 from the Library Collections budget and \$50,000 from the IT computer replacement budgets were cut. Revenue was projected at a 3 percent increase in tax revenues. A & E money was projected at \$55,000, with Fines revenue down, Out of County fees up, and Copy Machines revenue up. Passport acceptance income was expected to be \$85,000. The proposed salary increases were the same as the preliminary budget, with staff raises taking affect at the time of each employee's annual review. The Utilities budget was based on information from City Utilities and is an increase of 5 percent. Rent for temporary quarters for Brentwood was included in the Building Rental expense account. Travel and Training was budgeted at \$67,000. The Missouri Library Association convention will be in Springfield next year, so a lot more people can attend since it will be local. Schedule A of the proposed budget is a list of the discretionary items that have been earmarked for use of prior-year excess cash, so that ongoing current operating expenses do not exceed projected current revenue. Total expenses budgeted (operating expenses, capital expenses, and discretionary spending) was \$14,576,511.44. The cash budget on page 2 shows the excess cash used to make the one-time expenditures and reflects the target cash at end of year at \$4,432,240.47. The emergency reserve cash is budgeted to grow to \$574,140.42 by end of FY16. Moulder moved to approve the proposed budget for 2015-2016 as presented; Simpson seconded. Jeffries yea, Moulder yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Buildings and Grounds Committee: Richards reported on the committee meeting:

- At the Midtown Carnegie Branch, repairs to the front concrete steps have been delayed due to the contractor withdrawing from the project. The project has been pushed back to August or September of 2015.
- Replacement of the sinks in the ladies' room at the Library Station has been delayed for three to four weeks due to an ordering error.
- The Park Central Branch women's restroom subfloor has rotted through and will need repair.
- At the Library Center, a pedestrian crosswalk has been painted on the pavement from the Mudhouse entrance to the south parking lot area.
- Staff attended a reverse vendor fair sponsored by the Missouri Association of Public Purchasing.
- Purchase of the Library Station overflow parking lot currently being leased from Empire bank was discussed by the committee. The pro-rated share of back taxes owed to Empire were negotiated down to half by Cooper as previously authorized by the board. Risdal-Barnes moved to go forward with the purchase of the lot for \$1.00 per the lease agreement as recommended by the committee; Richards

seconded. Jeffries yea, Moulder yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried.

Report of the Director:

- The Library was awarded a Big Read grant from the National Endowment for the Arts via Arts Midwest for 2016. The grant provides \$10,000 for programming. “True Grit” by Charles Portis will be the featured title, with “Hank the Cow Dog” as the children’s title.
- Springfield City Council will meet to consider the amended Redevelopment Plan for the Brewery District Lofts Redevelopment Area. The proposed tax abatement is for 25 years
- A second Passport Acceptance Center was launched at the Library Station on Monday, June 8, 2015. At the same time, the Library Station’s Travel Dewey Lite section was rolled out.
- The annual summer reading program was launched on Saturday, May 16, 2015 and runs until August 8, 2015. The theme is Every Hero Has a Story.
- The 2015-2016 edition of the Directory is now available for \$10 per printed copy and an online version available at thelibrary.org/directory.
- The first meeting of the Downtown Council of Champions was held on June 8, 2015. This is a group formed from the Urban Districts Alliance and is made up of CEOs from both the public and private sectors. The group will meet three or four times a year to plan for pivotal projects for the long-term benefit of downtown Springfield.
- The Library is partnering with Missouri State University on a survey of library use by child care providers. The results will provide information about the child care providers’ use of library materials, their knowledge and understanding of early literacy and their understanding of the use of books with children birth through age 7.
- Eight staff members will be attending the annual conference of the American Library Association June 26-30 in San Francisco.
- Each branch now has a flyer that features photos of Library Board of Trustees along with their names, term dates, city or county representation and offices held.

Foundation Update: Richardson reported that the Brentwood capital campaign will hold its public phase kickoff on September 20, 2015. It will be an afternoon event at the Brentwood Branch Library. There will also be some follow-up events in September. The Foundation was working on some major asks to help close the gap in funding needs on the Brentwood project. There will be announcements coming out in Bookends and a lot more details at the July Board of Trustees meeting.

Miscellaneous Items:

New Library Board members for 2015-2016:

- Derek Fraley, representing the county. He has already been appointed by the County Commission.
- Ashley Norgard, representing the city, will be voted on by the City Council on June 22.
- Bill Garvin, representing the city, will also be voted on by the City Council on June 22.

Trustee David Richards was recognized by Board President James Jeffries for his service on the board.

Adjournment: Moulder moved to adjourn; Richards seconded. Jeffries yea, Moulder yea, Richards yea, Risdal-Barnes yea, Simpson yea. Motion carried. The meeting adjourned at 4:40 p.m.

Board of Trustees

Director of Business Operations