



**Springfield-Greene County Library Board of Trustees
May 15, 2007
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, May 15, 2007, at the Library Center with President Krystal Compas presiding.

Members present: Bruce Chrisope, Krystal Compas, Neil Guion, Cherri Jones, Morey Mechlin, Stephanie Stenger-Montgomery, Rodney Nichols, Jean Woody

Members absent: Gary Funk

Disposition of Minutes: Guion moved to approve the April 17, 2007, minutes. Woody seconded. Chrisope yea, Compas yea, Guion yea, Jones yea, Mechlin yea, Nichols yea, Woody yea. Motion carried.

Stephanie Stenger-Montgomery arrived at the meeting.

Finance and Personnel Committee: Through April, the Library was 5.9% under budget. Income included third and fourth quarter state aid disbursements from the Missouri State Library and grant income from Library Services and Technology Act (LSTA) summer library programs and after school grants.

Expenses included payments from Account 5232 Minor Equipment for stack chairs and folding tables for the Library Center, shelving for the Library Station and media storage and periodical shelving for the Brentwood Branch.

The gross profit margin for Café 641 was 43.3% with total income of \$13,891.33 and expenses of \$15,369.19. Café net income showed a loss of \$1,477.86. Café income was less because the meeting rooms were blocked off for two weeks for the Friends of the Library book sale in case the Friends could not find a location off site.

Mechlin moved to accept the financial report. Montgomery seconded. Chrisope yea, Compas yea, Guion yea, Jones yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

Executive Director Annie Busch reviewed the projected budget for 2007-2008. The Library is anticipating ending the budget year with a balance of approximately \$3.5 million. Taxes were projected at a 5% increase. A 3 ½ % step increase is proposed for all staff still on their salary track and a 2 % increase for those off the salary track. The personnel budget also includes positions for an associate director for public services, a 211 Coordinator and staff for centralized collection management. Health insurance premiums are estimated to increase 30 %. Health insurance premiums are renewed in January, and the Library will not get renewal information

until October. The Library Collections budget is 20% of the operating budget as established by Board policy. The budget will be approved at the June meeting.

Buildings and Grounds Committee: A building permit was issued for the Strafford Branch so work will begin soon. All other branch projects are progressing.

Programs, Services and Technology Committee: Chair Cherri Jones reported 24,641 children and 1,894 adults have attended Library programs to date this budget year. More than 98,000 patrons have used the meeting rooms and volunteers have contributed 3,425 hours to date this budget year.

Report of the Director: The area schools and public responded well to this year's community reading program, the Big Read. Staff is already working on the title for next year's program.

The Library was given an Honorable Mention in the 101-250 employee category of *417 Magazine's* Best Places to Work contest.

Developer Craig Wagoner had a slight revision to the lease for the Downtown Branch. As soon as the Finance and Personnel Committee respond to Busch about the changes, the lease will be signed.

State libraries received an increase in per capita state aid and in funding from the Athletes and Entertainers Tax. MOREnet, the Missouri Research and Education Network, gained \$2.5 million to help in the purchase of additional bandwidth to serve the growing Internet connectivity needs of the educational institutions.

The Library Foundation and the Springfield Ballet will receive about \$600 each from the co-sponsored fundraising event at the preview performance of *Romeo and Juliet*.

Dr. Jim Giglio hosted the first southwest Missouri reception for the University of Missouri Press at the Library Center. The Missouri State University professor of history discussed and signed his recently revised biography of Stan Musial, the famous St. Louis Cardinals pitcher.

Special Projects Coordinator Martha Love traveled to St. Louis to meet with United Way officials about 211, a statewide social services phone service and database. The plan is to expand the existing program to 36 counties in southwest Missouri.

The Friends of the Library book sale will be held on May 24-28 at Remington's.

New Business: The four-year contract with The Signature Bank will expire on June 30, 2007. A bid document was sent to area banks and proposals were due on April 30, with a new contract commencing July 1, 2007. It was the consensus of the Board to authorize the Finance and Personnel Committee to award the bid for banking services after review of the bid documents.

The Board established priorities for the following two-year goals:

1. Establish a timeline and choose a search firm to assist with the selection of a new executive director.
 - Assigned to: Cherri Jones and Finance and Personnel Committee
2. Develop plans and estimate the costs of expanding outreach services to specific population groups (i.e., all child care facilities in Greene County or businesses).
 - Assigned to: Programs, Services and Technology Committee
3. Analyze the cost benefits of new technology applications that offer the potential for improved service delivery.
 - Assigned to: Finance and Personnel Committee
4. Design a materials delivery system and implement a pilot project.
 - Assigned to: Programs, Services and Technology Committee
5. Expand the fundraising role and mission of the Springfield-Greene County Library Foundation.
 - Assigned to: Krystal Compas and Morey Mechlin
6. Review fee structure for providing services to non-residents.
 - Assigned to: Finance and Personnel Committee
7. Develop scenarios, timeline and public survey for a potential capital tax campaign.
 - Assigned to: Buildings and Grounds Committee

In April, President Krystal Compas appointed Neil Guion as the Library's representative to attend a meeting on the Republic Enhanced Enterprise Zone. Guion was asked to serve on the board of the Republic Enhanced Enterprise Zone.

Miscellaneous Items: Brentwood Branch Children's Department Manager Daphne Irwin was presented with an album of photographs with memories of her 23 years of service with the Library District. Irwin's retirement party will be held from 3-5 p.m. on Thursday, May 24, at the Brentwood Branch.

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

The meeting adjourned at 4:50 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager