



Springfield-Greene County Library Board of Trustees
May 20, 2008
Minutes

The Springfield-Greene County Library Board of Trustees met in on Tuesday, May 20, 2008, at the Library Center with Cherri Jones presiding.

Members present: Leslie Carrier, Bruce Chrisope, Martha Crise, Neil Guion, Vickie Hicks, Cherri Jones, Morey Mechlin

Members absent: Gary Funk, Rodney Nichols

Disposition of Minutes: Chrisope moved to approve the April 15, 2008, and April 30, 2008, minutes. Crise seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Hicks yea, Jones yea, Mechlin yea. Motion carried.

Carrier moved to revise the motion to delete Vickie Hicks vote from the April 15 minutes since her Board appointment was not effective until April 21. Mechlin seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Hicks yea, Jones yea, Mechlin yea. Motion carried as corrected.

Finance and Personnel Committee: Through April, the Library was 3.3% under budget. Because of repairs to the Bookmobile, Account 5372 Vehicle Repairs will be overspent this fiscal year. Furniture, minor equipment and technology purchases for the Park Central Branch are included in Account 5232 Minor Equipment, Account 6411 Office Furniture and Equipment and Account 6415 Computer Hardware.

Mechlin moved to accept the financial report. Chrisope seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Hicks yea, Jones yea, Mechlin yea. Motion carried.

Accountant John Stratman reviewed the proposed budget for 2008-2009. Tax revenue is projected at a 5% increase for the next budget year. Interest income was decreased to reflect the current rate received from BancorpSouth on the Library's account. A 3% step increase for staff still on the salary track and a 3% cost-of-living adjustment for all employees are proposed for the personnel budget. New positions for the Strafford Branch are included in the budget. The Library Collections budget is 20% of the operating budget as established by Board policy. Expenses for the new Willard Branch are included in the Operating and Maintenance accounts. Proceeds from the Virgil Lee Sims Trust designated for the Willard Branch will be used to purchase furnishings for the new branch. Building Repairs include carpet replacement and window repairs at the Midtown Carnegie Branch and painting the canopy and roof at the Library Center.

The vote for budget approval will be at the June Board meeting.

Buildings and Grounds Committee: Chair Neil Guion reported Attorney Tom Auner is reviewing the proposed lease from Mellinger Commercial Real Estate for a Strafford Branch Library. The branch is anticipated opening by September 1.

The Willard Branch landlord proposed a range of lease costs for a new facility; however, he needed more specific layout information in order to provide a specific fee. Three possible floor plans were submitted for their use in estimating the cost of building the facility on the shopping center lot. The higher end of the proposed lease range was included in the proposed budget.

The Republic Branch lease expires in April 2009, but includes a three-year renewal option. The Buildings and Grounds Committee discussed negotiating a shorter renewal term but is waiting for the developer of the new proposed site to offer a lease price for the building he would construct.

Programs, Services and Technology Committee: Chair Morey Mechlin reported the committee will review the Library's long range plan. Library Foundation Director Michelle Creed will serve on this committee because of possible funding opportunities.

Circulation statistics for April included the Park Central Branch. Circulation increased 10.9% with 305,383 materials circulating systemwide. Total branch traffic increased with 143,582 patron visits. Systemwide, 1,684 groups used the meeting rooms with an attendance of 10,291. There were 691,457 searches from the Library's electronic products. The web server recorded a total of 761,688 page views by 107,389 visitors during April.

Search Committee: Chair Cherri Jones reported search consultant John Keister is anticipating having a final pool of candidates for the Library Director position by Labor Day with interviews with the finalists in late September or early October. The committee will begin reviewing the benefits package for the Library Director.

Report of the Director: In April, the Park Central Branch circulated 4,108 items and their collection size is 1,700 items. A patron counter was installed so branch traffic figures should be available next month. The buzz remains strong about the branch.

Trustees Cherri Jones and Vickie Hicks attended the property tax seminar presented by the University of Missouri-St. Louis.

The Friends of the Library sold \$93,549.30 at their six-day book sale. Remington's is a great location for their book sales.

New Business: Jones appointed Vickie Hicks to the Finance and Personnel Committee and Leslie Carrier to the Programs, Services and Technology Committee.

Chrisope moved to lease the two north parking lots at the Midtown Carnegie Branch to the Springfield Public School System for a three-year period beginning August 25, 2008, through the 2010-2011 school years at the current \$22,000 annual rate for the 2008-2009 school year and increasing the lease amount 2% per year for the 2009-2010 and 2010-2011 school years. Mechlin seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Hicks yea, Jones yea, Mechlin yea. Motion carried.

Unfinished Business: The Board will review the goals for 2008-2009 at the June meeting.

Urban Districts Alliance Director Rusty Worley requested including the Library as an Urban Districts Alliance member. A staff member or Board member can be the representative for this group. Annual dues would be \$3,500. The Finance and Personnel Committee will review this proposal.

Mechlin moved to adjourn the meeting. Guion seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Hicks yea, Jones yea, Mechlin yea. Motion carried.

The meeting adjourned at 4:35 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager