



**Springfield-Greene County Library Board of Trustees
October 19, 2004
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, October 19, 2004, at the Library Center.

Members present: Bruce Chrisope, Gary Funk, Cherri Jones, Bill Mauck, Morey Mechlin, Stephanie Stenger-Montgomery, Rodney Nichols, Jean Woody

Member absent: Krystal Compas

Library Board President Morey Mechlin introduced Rodney Nichols, a County appointee to the Library Board.

Disposition of Minutes: Mauck moved to approve the September 21, 2004, minutes. Chrisope seconded. Chrisope yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

Finance/Personnel: In September, the Library was .2% under budget. Income included annual invoice receipts from Consortium members and a payment on the LSTA Libris Design grant. Miscellaneous income included lunch reimbursements from the Libris Design Workshop attendees, reimbursement for the repair of the entry floor at the Library Station, meeting room meal fees and large type book fees.

Expenses included debt service interest payments on the bonds and the final settlement to the contractor on the fire damage restoration. Account 5374 Plant Equipment Repair included air conditioner repair at the Brentwood Branch and the Library Center. Account 6415 Computer Equipment included an anti-virus software subscription, satellite Internet service, printer maintenance kits, computer hard drives and video cards. In September, the Library borrowed \$50,000 from the line of credit at The Signature Bank.

Chrisope moved to accept the financial report as presented. Woody seconded. Chrisope yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

Building and Grounds: The closing on the sale of the Kearney Branch property to the Jordan Valley Community Health Center will be held on October 20, 2004. The property sold for \$600,000 and Realtor Dave Murray will receive a 5% commission for handling the sale. Murray is donating 10% of his fee back to the Library.

Work will begin soon to replace the original cast iron sewer pipes that serve Panera Bread. The old pipes are blocked and, after consulting with plumbers, contractors and the architect, it was

determined that the best solution is to install new pipes. The Library is negotiating with Panera Bread to share part of the cost due to some of the contents found in the pipes.

A new canopy will be installed over the drive-up window at the Library Center. The original canopy was accidentally ripped off the building by a catering truck. The Library received an insurance settlement for the canopy.

The Buildings & Grounds Committee is using the Facilities Plan to evaluate various issues concerning proposals for property. The committee is in the process of setting priorities and timelines for facilities.

Programs/Services/Technology Committee: Library card registrations decreased 7.7% with a total of 1,782 new cardholders in September. Circulation increased 3.8% with 240,027 materials circulating systemwide. Systemwide, 1,418 groups used the meeting rooms with an attendance of 9,393 and 189 programs were held with an attendance of 3,591. The web server had a total of 7,932,253 hits during the month of September and there were 286,049 searches from the Library's electronic products.

Report of the Director: The Library's four city branches are partnering with public schools in their service area. The Library Station adopted Watkins Elementary and held a school night at the branch. Approximately 180 children and guardians attended the activities. The city branches are meeting with school principals to plan outreach activities.

The Library is part of a consortium of children's services agencies that received a \$700,000 federal grant from the Department of Health and Human Services. Of that amount, the Library will receive more than \$100,000 to expand Library services to day care centers and Head Starts during the next 18 months. The grant was written by staff at the Burrell Mental Health Center, and the goal of the grant is to improve early childhood literacy programs in the area.

Board Education: Jane McWilliams, president of the Friends of the Library, gave a brief overview of the organization's 25-year history. Over the years, funds from the annual book sales have bought a variety of items, from start-up money for the gift shops, systemwide plant service, the Library Express, musical programs and a piano to major grants for renovation and construction at all branches.

Technical Services Manager Ann Gilmore gave an overview of the ordering and processing for more than 9,000 items each month. The Technical Services Department has moved from a 3x5 card file of orders that either had to be phoned, mailed or faxed to vendors to electronic transmission of orders. In 1989, the materials budget was \$350,000 and today the budget is more than \$2 million.

The meeting adjourned at 4:50 p.m.