



Springfield-Greene County Library Board of Trustees
October 30, 2007
Minutes

The Springfield-Greene County Library Board of Trustees met on Tuesday, October 30, 2007, at the Brentwood Branch Library with President Stephanie Stenger-Montgomery presiding.

Members present: Leslie Carrier, Bruce Chrisope, Martha Crise, Neil Guion, Cherri Jones, Morey Mechlin, Stephanie Stenger-Montgomery

Members absent: Gary Funk, Rodney Nichols

Branch Manager Marilyn Prosser gave a brief overview of the Brentwood Branch. In 2006-2007, the branch circulated 500,167 items.

Disposition of Minutes: Mechlin moved to approve the September 18, 2007, minutes. Jones seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Montgomery yea. Motion carried.

Finance and Personnel Committee: Through September, the Library was 5.4% under budget. Income included annual invoice receipts from consortium members for maintenance and support, quarterly trust income from the Buhrman Trust and a \$10,000 donation for indexing the Hall's Index.

Expenses included interest payments on Series A & B bonds from Account 5352 Interest Expense-Bonds, an electrical survey, wiring and installation for six computer circuits at the Midtown Carnegie Branch, facilities drawings for the Brentwood Branch from Account 5371 Building Repairs and air conditioning for the computer server room at the Library Center from Account 5374 Plant Equipment Repairs. The credit in Account 5373 was a reimbursement from the Watershed Committee for catalog set-up from Innovative Interfaces, Inc.

The gross profit margin for Café 641 was 47.6% with total income of \$14,793.39 and expenses of \$15,554.30. Café net income showed a loss of \$760.91.

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

Employee Benefit Design Account Managers Alecia Andre and Dan Ruggeri reviewed the Library's health insurance renewals for 2008. Currently, employee health care coverage is with Cox Medical Center's Solutions HMO 90 plan at a rate of \$380 per month per fulltime employee. There will be no premium increase for 2008. Currently, dental coverage is with Guardian Dental at a rate of \$25.55 per month per fulltime employee with an annual maximum benefit of \$1,000 per person. Delta Dental's proposed rate was \$23.28 per month per fulltime employee with an annual maximum benefit of \$1,500 per person. Delta Dental also has a larger network of participating dentists.

Chrisope moved to renew the health insurance contract for the Cox Medical Center's Solutions HMO 90 plan at a rate of \$380 per month per fulltime employee and change the dental coverage to Delta Dental at a rate of \$23.28 per month per fulltime employee for the renewal period of 1/1/08-12/31/08.

Carrier seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Montgomery yea. Motion carried.

Executive Director Annie Busch met with a potential independent contractor interested in leasing the café. The vendor wants to offer healthy food options and would cater to groups using the meeting rooms. Busch also has a meeting scheduled with another interested vendor. Staff from the Library Center will participate in the café vendor interviews.

Mechlin moved to authorize the Finance and Personnel Committee to research café proposals and report back to the Board at the November meeting. Jones seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Montgomery yea. Motion carried.

Buildings and Grounds Committee: Landlord Marc Whitmore has authorized his architect to manage the renovations for the Strafford Branch Library. There was a delay waiting for the inspector to approve the framing. Drywall, wiring and plumbing still needs to be completed in the building. The Board discussed the possibility of the Library negotiating with the landlord to finish the drywall and HVAC and deduct those costs from the rent.

Jones moved to authorize Executive Director Annie Busch to negotiate an abatement to finish the infill costs at the Strafford Branch. Mechlin seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Montgomery yea. Motion carried.

The Library contracted with Interior Designer Joyce Buxton for interior design services for the infill spaces at the Park Central Branch. A grant proposal was sent to Tim Reynolds with the Titus Foundation for furnishings at the Park Central Branch. If accepted, the Foundation may provide \$250,000 for interior furnishings.

Programs, Services and Technology Committee: Circulation increased 6.1% with 293,973 materials circulating systemwide. Total branch traffic increased 3.7% with 138,033 patron visits. Systemwide, 1,068 groups used the meeting rooms with an attendance of 7,494. There were 395,126 searches from the Library's electronic products. The web server recorded a total of 802,389 page views by 83,600 visitors during September.

Report of the Director: The Library will be closed on Monday, November 12, for Staff Development Day.

The Friends of the Library Fall Book Sale raised \$88,943 to benefit the branches and bookmobile.

The Library District experienced a great loss when Mildred King passed away. Mildred was a true Friend and advocate for the Library District. A memorial service was held at the Library Center.

New Business: Mark Ellickson of Opinion Research Specialists, LLC, conducted a telephone survey the week of October 11-16, 2007, asking voters if they would favor or oppose an increase in the property tax to fund seven library projects. Fifty-seven percent of frequent voters said they would support a capital tax levy; 39% said they would oppose the tax and 4% were undecided. The seven projects include:

- Relocate the Brentwood Branch Library to the Community Blood Center of the Ozarks buildings – 70% approval
- Make major repairs and renovations to the Midtown Carnegie Branch Library – 62% approval
- Relocate and build a new library branch in Republic – 56% approval
- Relocate and build a new library branch in Willard – 52% approval
- Relocate the Fair Grove Library to a larger facility in Fair Grove – 50% approval
- Relocate the Ash Grove Library to a larger facility in Ash Grove – 50% approval
- Provide staffing, furniture and library materials for a library facility on Blackman Road – 50% approval

It was the consensus of the Board to continue to research community response for the proposed tax levy increase until the filing deadline of January 29, 2008, for the April election. The Library will organize focus groups and conduct additional surveys to help refine the results of the initial survey. Fact Sheets that explain the details of the tax levy will be distributed to staff and patrons and will also be available on the web site.

It was the consensus of the Board to name the new library to be located in the Kresge building on Springfield's Square the Park Central Branch.

Youth Services Coordinator Nancee Dahms-Stinson reviewed the revisions to the "Unattended Children at the Library" policy. The changes involve the ages of the children and their activities within the Library.

Mechlin moved to approve the "Unattended Children at the Library" policy after corrections to paragraph three. Guion seconded. Carrier yea, Chrisope yea, Crise yea, Guion yea, Jones yea, Mechlin yea, Montgomery yea. Motion carried.

Busch introduced Jim Miller, the new branch manager at the Midtown Carnegie Branch, and Michelle Creed, the new Library Foundation Director.

Cherri Jones left the meeting.

Montgomery announced she reassigned Leslie Carrier from the Finance and Personnel Committee to the Buildings and Grounds Committee.

Carrier complimented staff Melissa Davis and Tammy Flippen on a successful Missouri Library Association Conference.

The meeting adjourned at 5:50 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager