



**Springfield-Greene County Library Board of Trustees**  
**October 21, 2008**  
**Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, October 21, 2008, at the Willard Branch Library with Cherri Jones presiding.

Members present: Leslie Carrier, Martha Crise, Neil Guion, Vickie Hicks, Cherri Jones, Rodney Nichols

Members absent: Bruce Chrisope, Cheryl Griffeth, Morey Mechlin

Branch Manager Beth Snow gave a brief overview of the Willard Branch. The branch currently has five staff members. Their commitment to serving youth includes branch storytimes as well as offsite storytime visits. Their teen program involves gaming events as well as projects for the after school students. The branch will participate in community events such as the Christmas parade and Willard holiday open houses.

Disposition of Minutes: Hicks moved to approve the September 16, 2008, open and closed minutes and the September 20, 2008, and September 22, 2008, closed session minutes. Carrier seconded. Carrier yea, Crise yea, Guion yea, Hicks yea, Jones yea, Nichols yea. Motion carried.

Finance and Personnel Committee: Through September, the Library was 5.7% under budget. Income included a quarterly distribution from the Buhrman Trust. Revenue included receipts from the following grants: U.S. Department of Education Missouri Parent Information Resource Center (MO-PIRC); Target Family Reading; and Library Services and Technology Act (LSTA) After School Connection at the Midtown Carnegie Branch.

Expenses included interior design services for the Willard Branch and the Library Center Teen Center from Account 5319 Professional Services. Account 5397 Training included American Library Association and Missouri Library Association conference registration and fundraising conference registration for the Library Foundation Director. Account 6411 Office Furniture and Equipment included the new reference department workstations at the Library Center.

The Finance and Personnel Committee moved to accept the financial report. Carrier seconded. Carrier yea, Crise yea, Guion yea, Hicks yea, Jones yea, Nichols yea. Motion carried.

The lease with the Mudhouse Coffee and Tea Company expires in January 2009, and the extension to the lease needs to be renegotiated. The Finance and Personnel Committee authorized Executive Director Annie Busch to renegotiate the lease. Busch will bring a proposal to the November meeting.

Buildings and Grounds Committee: Associate Director of Public Services Jim Schmidt reported a 5,000-square-foot floor plan designed by Derington Architects for a new Willard Branch has been submitted for review to the City of Willard and to Greene County Building Regulations. Bids from subcontractors are due to Rich Kramer Construction on Thursday, October 23. Permits are expected to be approved and site work started by mid-November with construction scheduled for completion in March 2009.

Due to requests for energy-savings design features, costs for the new Republic facility increased nearly \$60,000. Busch requested a cost breakdown from the developer. The lease amount is based on the building costs, and the costs are still in the projected contracted range.

Programs, Services and Technology Committee: Circulation in September increased 9.4% with 321,477 materials circulating systemwide. Total branch traffic increased 18.5% with 163,533 patron visits. Systemwide, 1,557 groups used the meeting rooms with an attendance of 10,114. There were 427,838 searches from the Library's electronic products. There was a problem with the web server so there are no statistics for September.

Search Committee: Board President Cherri Jones thanked the Board and staff for their efforts during the executive director candidate interview process. She especially thanked Trustee Leslie Carrier for coordinating the interview forums and schedules and Library Center Meeting Room Coordinator Gail Gourley for the arranging and shifting of meeting spaces. The background check on Regina Cooper was very positive. Cooper will be in Springfield on November 17-19, 2008, to search for housing. A relocation policy will be reviewed by the Finance and Personnel Committee at their November meeting. It was the consensus of the Board to have a welcome basket in Cooper's hotel room when she arrives in Springfield in November.

Report of the Director: Executive Director Annie Busch welcomed Willard Mayor Jamie Schoolcraft.

The assessments committee proposed that the Missouri Public Library Directors organization contract with the University of Missouri Public Policy Research Center for research that will identify and analyze potential solutions to property tax assessment issues.

Busch is revising baseline budget projections in consideration of the change in the economy and the decrease in new construction. She is including "bare bones" projections so the Board and the new director can decide what is needed to meet the Library's goals.

The fall Friends of the Library Book Sale began with the preview night at Remington's on Monday, October 20, and continues through Sunday, October 26. Volunteers from Ridgecrest Baptist Church as well as other church youth groups and individuals helped unload two semi-truck loads of books. The Friends of the Library currently has more than 1,000 members. Carrier suggested nominating the Friends of the Library for a Friends of Libraries USA (FOLUSA) award.

New Business: Representatives from 1<sup>st</sup> Choice Employee Benefit Solutions reviewed health insurance proposals from Cox HMO and PPO, St. John's HMO and PPO and a partially self-funded plan with the Finance and Personnel Committee. The Library currently has an HMO benefit plan, and renewal of that plan would increase 8.9 percent. The committee will make a recommendation to the Board at the November 18 meeting.

Missouri State University's Public Affairs Department is bringing in a consultant from Harvard University to share ways to implement cost-effective "green" practices. Jones will check with university officials about including a Library staff member in their meetings and encouraged the programs, services and technology committee to explore "green" practices with Facilities Manager Allen Woody.

The Library needs to make appointments for the two vacancies on the Public Building Corporation Board of Directors. The directors serve six-year terms, and their main function at this time is to review

investment options for the funds in the bond reserve accounts. Funds may be invested in brokered certificates of deposit, government-sponsored securities and United States treasury notes. Commerce Bank manages the investments of the funds held in the bond reserve accounts at Commerce Trust Company.

Carrier moved to appoint Library Board Trustee Vickie Hicks and attorney Doug Lee, pending his acceptance, to six-year terms on the Public Building Corporation Board of Directors to replace Teresa Bledsoe and Krystal Compas whose terms expired on June 30, 2008. Crise seconded. Carrier yea, Crise yea, Guion yea, Hicks yea, Jones yea, Nichols yea. Motion carried.

Trustee Cherri Jones and Business Office Manager Debbie Eckert will represent the Library as delegates to the annual meeting of the Local Area Government Employees Retirement System (LAGERS) at University Plaza on October 23-24, 2008.

Packets were distributed containing information about next spring's Big Read promotion for Harper Lee's book "To Kill a Mockingbird". The Library is one of the local partners in a National Endowment for the Arts (NEA) grant awarded to Missouri State University. The Library Foundation is taking a role in community-wide projects by sponsoring author Charles Shields visit to Springfield. Shields is a well recognized biographer for Harper Lee.

Brentwood Circulation Assistant Naomi Owen was presented with an album of photographs with memories of her 19 years of service with the Library District.

The Library Foundation Board of Directors is honoring Busch by establishing the Annie Busch Early Literacy Fund.

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

The meeting adjourned at 4:50 p.m.

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Board of Trustees

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Debbie Eckert, Business Office Manager