



**Springfield-Greene County Library Board of Trustees
October 15, 2013
Minutes**

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, October 15, 2013, at 4:00 p.m. at the Library Center, 4653 S. Campbell, Springfield, Missouri. Members of the Board of Trustees were present or absent as follows:

Present/Absent

Kenton DeVries, President and Member:	Present
James Jeffries, Vice President and Member:	Present
Kim Kollmeyer, Secretary and Member:	Absent
Cheryl Griffeth, Treasurer and Member:	Present
Steven Ehase, Member:	Present
Vickie Hicks, Member:	Absent (arrived later)
Andrea McKinney, Member:	Present
Michelle Moulder, Member:	Present
David Richards, Member	Present

The President of the Board of Trustees declared that a quorum was present and called the meeting to order.

Disposition of Minutes: Richards moved to approve the minutes of the regular session of September 17, 2013; Griffeth seconded. DeVries yea, Ehase yea, Griffeth yea, Jeffries yea, McKinney yea, Moulder yea, Richards yea. Motion carried.

Standing Committees:

Finance and Personnel Committee: The September 2013 financial statements were presented. Through September, or 25.0 percent of the fiscal year, the Library was 5.5 percent under budget. Operating cash through the end of September was \$4,450,237.36. Total tax revenues for September were \$60,749.62, all from delinquent taxes and penalties and interest on taxes. Trust income appeared over budget but some of those were annual payments and will come closer to the budget over time. Grant income was higher than budgeted, and part of Gift Shop income will be moved to the prior budget year at the release of the audit. Salaries were at 24.7 percent. The LAGERS payments are timed differently this year, so that budget line may appear slightly under budget, but will regularize over time. Health insurance claims were under budget, and charges and services in general were at 16.7 percent spent, with total operating expenses at 20.0 percent spent for the year so far. Membership dues were at 50.8 percent due to timing of several annual memberships.

The office furniture and equipment budget will incur drawdowns after current tax revenues begin to arrive.

The semi-annual bond interest payment was made in the amount of \$34,823.77 as expected.

Buildings and Grounds Committee:

- The Ash Grove Branch Library had a sewer line problem repaired.
- The Mudhouse Café at the Library Center had a refrigerator repaired and the flooring repaired.
- The Willard Branch Library had repairs to its air conditioner unit.
- The committee also met in closed session.

Report of the Director:

- Staff Development Day was held on October 14 at the Double Tree by Hilton.
- The Midtown Carnegie Branch Library has a management team in place: Eva Pelkey, Branch Manager; Ingrid Bohnenkamp, Reference Manager; Deb Russo, Youth Services Manager; and Gina Marie Walden, Circulation Manager.
- Republic Branch Manager Geri Olmstead was named Director of the Christian County Library.
- Library Center Manager Lorraine Sandstrom has announced her retirement.
- Four branch manager positions are now open.
- Missouri Library Association annual conference occurred October 2 through 4, where seven staff members made presentations.

[Hicks arrived at the meeting.]

- Cooper spoke to the City Council about the four awards the library has won recently.
- The Missouri State Library – Public Library Consultant Brenda Allee-Bates commended the library for its Summer Reading Program.
- The Library was one of several community partners producing the Community Focus Report. Library services were identified with “blue ribbons” indicating strengths in various sectors of the community.
- Chromebooks have been added at the Republic Branch Library for patron checkout for use inside the library.
- Wordfest was held in downtown Springfield on September 27 – 28, with 568 people in attendance. Featured speakers were authors Carol McD. Wallace, Kate Klise, David Harrison, Brian Katcher, Michael “Supe” Granda and William Trowbridge, along with singers, songwriters, actors and activities.
- The Friends of the Library book sale will be at Remington’s on October 22 – 27, with preview night on October 21.

Foundation Update: Richardson reported that she is identifying prospects. Richardson encouraged board members to donate. The Foundation will be presenting to the Darr Family Foundation soon. A “First to Know” event is scheduled for 7:30 a.m. on Friday, November 1 at the Brentwood Branch Library, which will be a friend-making event with no donation solicitation. Similar events will occur in January, February, and throughout the year. The web page on the capital campaign is almost complete, and hopefully up and running next week. There had been an author’s gala in

process, but the author is no longer available, and the Foundation board is looking for another author.

Board Education: Mary McQueary presented on the development of plans for the History Museum on the Square project. The project has a multi-million dollar budget, and involves merging several adjacent downtown buildings including the Fox Theater and Sherwood expansion. The design firm is Gallagher from Washington D.C., which has done other similar projects. There will be space for private events, for archives, and feature a Route 66 gallery.

New Business: The board recognized retiring Youth Services Associate Mary Horrell for her years of service to the Library District.

Hicks moved to adjourn the regular session and go into closed session; Moulder seconded. DeVries yea, Ehase yea, Griffeth yea, Hicks yea, Jeffries yea, McKinney yea, Moulder yea, Richards yea. Motion carried.

The meeting was adjourned to closed session at 4:45 p.m.

Board of Trustees

Director of Business Operations