



Springfield-Greene County Library Board of Trustees
September 20, 2022
Meeting Minutes

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, September 20, 2022, at 4:00 p.m. at the Republic Branch Library.

Members of the Board of Trustees were present or absent as follows:

Roll Call

Present/Absent

Clinton Beecham, President and Member:	Present
Rachael Morrow, Vice President and Member:	Present
Stacey Penney, Treasurer and Member:	Present
Samuel Snider, Secretary and Member:	Present
Cindy Waites, Member:	Present
David Yancey, Member:	Present
Chris Bozarth, Member:	Present
Emily Denniston, Member:	Absent
Aaron Jones, Member:	Present

The President of the Board of Trustees called this meeting to order at 4:07 p.m.

Consent Agenda:

- Minutes – August 16, 2022 Board Meeting
A motion was made (Ms. Penney) and seconded (Ms. Morrow) to approve the consent agenda. Motion carried.

Standing Committees:

Buildings & Grounds Committee:

Mr. Bozarth reported for the Buildings & Grounds Committee that met on September 13th 2022.

Discussion was made about the Library Express East location opening, it was noted the event was well attended and received positive feedback. A patron in Walnut Grove asked via email if the board would be interested in building a brick and motor location in

town, discussion was made regarding the mobile library trips to Walnut Grove and the committee decided the current traffic didn't warrant a physical library location at this time. Staff has worked to come up with an RFQ for the library center auditorium, the committee recommended that the board release the RFQ for consideration and vote. Building and grounds also recommended the board consider allowing staff to put together an RFQ to replace existing elevator, replace existing HVAC system, adding ADA compliance to the main level and replacing the water pipes at Carnegie library.

Motion was made by (Clinton Beecham) and seconded by (Cindy Waites) to release the RFQ for the Library Center. Motion carried.

Motion was made by (Mr. Beecham) and seconded by (Stacey Penney) to direct staff to create an RFQ for capitol improvements at Carnegie library. Motion carried.

Programs Services Technology Committee:

Mr. Bozarth reported for the Programs Services and Technology Committee that met on September 13th 2022.

Discussion was made about the diversity, equity and inclusion audits performed internally.

Executive Committee:

Mr. Beecham reported for the Executive Committee that met on September 13. The meeting consisted of previewing the September agenda, discussing ARPA funds, and Republic branch construction plans.

Finance & Personnel Committee:

Ms. Penney reported for the Finance & Personnel Committee that met on September 20th 2022.

Specific documents covered included:

- Financial Highlights Report
- Monthly Budget Summary
- Balance Sheet
- Cash Flow Report

Review of the Library Financial Report for the month of August reflects that 16.7% of the fiscal year has elapsed with 12% of the budget being spent. Tax revenue for August was \$47,352.49. Fine revenue for August was \$11,627.72 at 22% of budget. Interest income was \$21,756.54, which is 55.1% of the budgeted amount. This is due to the interest rates continuing to climb. Passport fees for August were \$22,210.00, which was 8.5% of budget. Revenue other than taxes in August was \$108,243, and total revenue for August was \$155,596.

Salaries in August were \$526,678.26 with head counts of 222/220, which is still under the targeted headcount goal of 230. Total personnel expenses for the month were \$663,511.87, or 13.7% of budget. Vehicle repairs are over budget, due to \$11,223.31 in FY22 Mobile Library invoices that were not received by the Business Office until mid-August. Total operating expenses were \$976,689.78.

Operating cash at the end of August was \$5,186,176.53.

The Balance Sheet will be updated in mid-November once the final report and adjustment is received from the auditors.

Report of the Director:

Ms. Cooper highlighted many items from the Executive Director’s Report for September 2022. Please see the Executive Director’s Report for September 2022.

Library Foundation update:

Ms. Wilson provided an update for the Foundation. Please see the Library Foundation Report for September 2022.

Collection Measures Update:

Ms. Lisa gave a presentation on collections tools and measurement reports.

Old Business:

Dave Coryell gave a presentation on a hotel planned development for a piece of property next to the library center and requested a shared easement agreement. The board recommended the request be sent to the building and ground committee to review the hotel building concept.

New Business:

Discussion was made regarding the purchase of the existing library currently leased by the district in Republic.

Motion was made by Ms. Waites and seconded by Mr. Bozarth to purchase the library building.

A motion to adjourn was made (Mr. Yancey) and seconded (Mr. Bozarth). Motion carried.

Board Members

Clinton Beecham, President and Member:

Stacey Penney, Treasurer and Member:

Cindy Waites, Member:

David Yancey, Member:

Emily Denniston, Member:

Yes/No

Yes

Yes

Yes

Yes

N/A

Chris Bozarth, Member:
Aaron Jones, Member:

Yes
Yes

The regular session adjourned at 5:47 p.m.

Board of Trustees President

Board of Trustees Secretary