



**Springfield-Greene County Library Board of Trustees  
August 30, 2005  
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, August 30, 2005, at the Brentwood Branch Library.

Members present: Bruce Chrisope, Krystal Compas, Cherri Jones, Morey Mechlin, Rodney Nichols, Stephanie Stenger-Montgomery, Jean Woody

Member absent: Gary Funk

Brentwood Branch Manager Marilyn Prosser gave a brief overview of the Brentwood Branch. Last year the branch adopted Holland Elementary School. The branch will display students' pictures using the monthly character word from the Chamber of Commerce's character education program. The branch also will be the pilot site to separate romance genre from the fiction shelves.

Disposition of Minutes: Woody moved to approve the July 19, 2005, minutes. Compas seconded. Chrisope yea, Compas yea, Mechlin yea, Montgomery yea, Woody yea. Motion carried.

*Cherri Jones arrived at the meeting.*

Library Center Page Greg Stone was introduced as creator of the animated Leo the Library Lion. The animated video, "Leo Tours the Library", appears on the KidSpace on the Library's website. Brentwood Branch Reference Associate Jessie Alexander-East was the voice of Leo, Community Relations Assistant Sarah Rosendahl wrote the script, Computer Support Specialist Murphy Moore provided the sound effects and background music, Web Developer Sarah Marshall programmed the flash animation so that patrons could access Leo on their home or Library computers, and Graphic Designer Danny Dye created the graphic elements on KidSpace. Community Relations Director Jeanne Duffey and Computer Services Technical Projects Specialist Nancy Eike coordinated the venture.

*Rodney Nichols arrived at the meeting.*

Café 641 Manager Tommy Leftwich plans to open the new restaurant at the Library Center sometime during the first week in October. Bids are in process for various jobs, including cleaning and painting the walls, refinishing floors and re-laminating cabinets. The Friends of the Library contributed funds for a start-up loan for Café 641.

Finance and Personnel Committee: Chair Bruce Chrisope reported the committee is in the process of revising the Executive Director's evaluation form, changing the date to coincide with the fiscal year and aligning the evaluation to the Board goals. Suggestions for revisions should be sent to the committee before it meets on September 19.

Through July, the Library was .9% under budget. Income included annual invoice receipts from consortium members and a partial distribution from the William and Ceola Barnes Trust. Grant income included reimbursements from the Missouri Humanities Council for the Laura Ingalls Wilder Month grant and from the WGBH Educational Foundation for the Einstein's Big Idea grant. Miscellaneous Income included meeting room meal fees, Directories, large type book fees, Price Cutter Community Bucks and a gift book donation for Korean language books. The investment account for the Roblee Trust was closed and the funds transferred into Library funds for digitization projects.

Expenses included three pay periods in July from Account 5111 Salaries, professional services for summer reading program presenters and contract fees to Drury University for the "Visioning Process for the Library" Center City Branch Library from Account 5319 Professional Services. The fees are reimbursement for resource and research materials, travel and printing and copying expenses for the project. Account 5331 Travel included a reimbursement from the Missouri Library Network Corporation (MLNC) for travel expenses to Boston where Computer Services Manager David Patillo attended training on managing digital collections, Account 5382 Building Rental included July and August building rental and Account 5374 Building Repair included replacing the compressor at the Library Center.

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

Buildings and Grounds Committee: The Library is awaiting a response to a proposal made to the Strafford City Council for library service beginning July 2006.

Because of a change in the funding law, the Republic Public Schools can borrow funds without changing its funding capacity and lease a facility back to the Library District. An advisory committee will be formed consisting of representatives from the Library Board and the Republic School Board to negotiate lease arrangements.

Programs, Services and Technology Committee: Chair Cherri Jones reported that Circulation and Information Services staff presented strategic plans to the committee. The next meeting on September 15 will be to review the Programming, Circulation and Information Services Strategic Plans.

Library card registrations decreased 15.9% with a total of 1,619 new cardholders in July. Circulation decreased .5% with 289,842 materials circulating systemwide. Systemwide, 1,112 groups used the meeting rooms with an attendance of 6,646 and 214 programs were held with an attendance of 5,921. There were 685,436 searches from the Library's electronic products. The web server recorded a total of 367,759 page views by 43,363 visitors during the month of July.

Report of the Director: Special series-wide summer reading programs funded by the Friends of the Library drew 6,725 participants. More than 2,300 patrons participated in the Springfield Cardinals Family Reading Club.

A "Salute to Friends" will be held at 5 p.m. on September 7 at the Library Center. A sculpture donated by artist Dale Smith acknowledging the Friends of the Library will be unveiled. The Paul Mueller Company supplied the materials for the sculpture.

A grant of \$51,000 from the Gates Foundation will be used to replace almost all of the public access computers at the Library Center.

The Library has not yet received documentation from Churchill Coffee Company to calculate the termination payment for the equipment. The Library's attorney has been contacted to assist in the final settlement on the equipment.

Community Relations Director Jeanne Duffey reported on current publications and brochures distributed from the Community Relations Department.

*Krystal Compas left the meeting.*

The Design Charette for the Center City Branch will be held on September 23-25, 2005, at 412 South Street.

New Business: Chrisope moved to set the tax rate at \$.2455, which is the maximum rate permitted, as certified by the state auditor's calculations. Montgomery seconded. Chrisope yea, Jones yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

The State of Missouri requires re-adopting every other year a resolution making public the disclosure of potential conflicts of interest. Chrisope moved to accept the Financial Interest Statement as mailed. Montgomery seconded. Chrisope yea, Jones yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

A review of the service area at the Midtown Carnegie Branch showed that the Library could better serve the community by shifting resources to allow for more outreach activities to schools, child care providers and other family service agencies in the area. Reasons taken into consideration for the change in hours include the multiple entrance points and three floors of the building that is difficult to secure, reduced traffic in the surrounding neighborhood after area businesses and schools are closed and light patron usage in the evenings. The Library Station is relatively close to the center city facility and is open daily and Saturday until 9 p.m. and from 1 until 4 p.m. on Sundays.

Jones moved that beginning October 3, the Midtown Carnegie Branch Library will close at 7:30 p.m. Monday through Thursday, 6 p.m. on Friday and 5 p.m. on Saturday. Nichols seconded. Chrisope yea, Jones yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

Jones moved to close the libraries Friday, Saturday and Sunday, December 23-25, 2005, and re-open on Monday, December 26. Fulltime staff will receive one comp day for Christmas Day. All libraries will close at 5 p.m. on New Year's Eve, Saturday, December 31, and the Library Center and Library Station will be closed on Sunday, January 1, 2006, and re-open on Monday, January 2. Staff will receive two comp days for New Year's Eve and New Year's Day. Chrisope seconded. Chrisope yea, Jones yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

Unfinished Business: Jones moved to elect the following officers for 2005-2006: President Krystal Compas, Vice President Stephanie Stenger-Montgomery, Secretary Rodney Nichols, Treasurer Bruce Chrisope. Woody seconded. Chrisope yea, Jones yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

Miscellaneous Items: Mechlin was presented a gift of a coffee mug in appreciation of her service as president the previous year.

Montgomery moved the Board adjourn to closed session to discuss a personnel issue. Chrisope seconded. A roll call vote was taken. Chrisope yea, Jones yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

The meeting adjourned to closed session at 4:55.

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Board of Trustees

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Debbie Eckert, Business Office Manager