



**Springfield-Greene County Library Board of Trustees  
December 21, 2004  
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, December 21, 2004, at the Library Center.

Members present: Bruce Chrisope, Gary Funk, Cherri Jones, Bill Mauck, Morey Mechlin, Stephanie Stenger-Montgomery, Rodney Nichols, Jean Woody

Member absent: Krystal Compas

Library Board President Morey Mechlin introduced Library Foundation Board President Jackie McKinsey. McKinsey introduced Vice President Yates Trotter and Board Member Tom Slaughter. Other Library Foundation Board of Directors includes Secretary Doug Lee, Treasurer Brian Weimer, Sherry Cook, Bob Lewis and Pat Walker.

Disposition of Minutes: Chrisope moved to approve the November 16, 2004, minutes. Mauck seconded. Chrisope yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

Finance/Personnel: In November, the Library was 1.7% under budget. Income included payments from the LSTA Frisco Digitizing Grant and the Friends of the Library book sale receipts. Miscellaneous income included e-rate reimbursement from City Utilities for telecommunications service.

Expenses included purchasing a sound system for the Library Station meeting rooms from funds donated by the Wal-Mart Foundation from Account 5232. Account 5371 Building Repair included the semi-annual inspection of the roof and canopy and gutter repair for the drive-up window at the Library Center. The carpet was repaired at the Library Station, and reimbursement was sent to the Ash Grove Masonic Lodge for glass installation for the front windows. Account 5373 included annual maintenance for the Smart Access Manager (SAM) computer sign-in software. A column was added to the Combined Balance Sheet on page 4 of the Monthly Budget Summary showing the Library's capital assets as of the June 30 audit. The assets are broken down into major classifications net of depreciation as presented in the audit. Since September the Library has borrowed \$875,000 from the line-of-credit at The Signature Bank.

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

The Library Foundation Board reported that the Lemmon Fund for Nonfiction books totals \$15,334.10. The Foundation endowment for materials is \$90,740.31 and the cultural Arts Trust Fund is \$33,026.18. Current projects include the development of a gift acceptance policy, long-term endowment recognition and by-laws review. The winter issue of *Bookends* includes information on ways of contributing to the Library.

Building and Grounds: Executive Director Annie Busch met with the Strafford mayor to confirm interest in discussing a shared library facility. The Library is awaiting a written offer in order to respond to their request.

Woody moved to renew the lease at the Willard Branch for two years. Jones seconded. Chrisope yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

Three members of the Buildings and Grounds Committee, two Library staff, four Republic school staff, one school board member and the school architect had a successful trip to North Kansas City in November to view a site in which a high school and public library share a facility. The Republic school board is interested in continuing discussions for a shared facility.

The committee is reviewing options for a facility in downtown Springfield.

Programs/Services/Technology Committee: Library card registrations decreased 12.4% with a total of 1,470 new cardholders in November. Circulation increased 16.1% with 256,196 materials circulating systemwide. Systemwide, 979 groups used the meeting rooms with an attendance of 12,391 and 415 programs were held with an attendance of 4,128. The web server had a total of 9,464,122 hits during the month of November, and there were 260 601 searches from the Library's electronic products.

Report of the Director: Library Station Branch Manager Polly Dross reported that a former staff member moved to Pennsylvania and heard about the Library Station's unique themed facility at a library conference they attended in Pennsylvania.

The Community Relations Department was the recipient of a Premier Print Award Certificate of Merit from the Printing Industries of America for the 2003 Library monthly planner, "More Postcards From Our Past".

The Chamber of Commerce 2005 Springfield Salute to Missouri Legislators will be held at the Capital Plaza Hotel in Jefferson City on Wednesday, January 26, 2005. Board members were asked to contact the Business Office if they can attend.

The Missouri Library Association's Library Advocacy Day will be held in Jefferson City on February 1, 2005. Board members were asked to contact the Business Office if they can attend.

New Business: Montgomery moved to appoint Brooke O'Reilly to the Library Foundation Board to fill Elise Crain's unexpired term. Nichols seconded. Chrisope yea, Funk yea, Jones yea, Mauck yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

Miscellaneous Items: The Library and Foundation Boards discussed ways of promoting planned giving through handouts, bookmarks, notepads, etc. The Library's web site has a link which allows patrons to donate to the Library.

The new edition of the 2005 "More Postcards From Our Past" monthly planner was distributed to each Library and Foundation Board member.

The meeting adjourned at 4:45 p.m.