



Springfield-Greene County Library Board of Trustees  
November 16, 2021  
Meeting Minutes

The Board of Trustees of the Springfield-Greene County Library District met in regular session on Tuesday, November 16, 2021, at 4:00 p.m. at the Library Station.

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

**Roll Call**

**Present/Absent**

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

The President of the Board of Trustees called this meeting to order at 4:02 p.m.

**Consent Agenda:**

- Minutes – October 19, 2021 Board Meeting  
A motion was made (Ms. Waites) and seconded (Mr. Snider) to approve the consent agenda. Motion carried.

**Standing Committees:**

**Buildings & Grounds Committee:**

Ms. Waites reported for the Buildings & Grounds Committee that met on November 9.

The Request for Proposals have been posted for coffee services at the Library Center and Midtown Carnegie. RFPs will be open through Friday, December 3. Vendor

possibilities will be scored anonymously by Regina, Jim & respective branch managers using an anonymous scoring system.

The Friends donation shed is now operational.

Delta Roofing has been selected for the Library Station roof replacement. However, the work will not happen any earlier than January 2022 due to supply chain disruptions. This could also result in additional material cost increases, which will be passed along.

The canopy at the Library Center has hail damage and bids are in process for replacement. The insurance policy has a wind and hail deductible of \$25,000.

Bids are also being obtained to replace the four front doors at the Library Station that have had ongoing maintenance and security issues.

**Executive Committee:**

Ms. Denniston reported for the Executive Committee that met on November 9. The meeting consisted of previewing the November agenda and updates on the goals of the Director. AdStaff recently met to develop a timeline and goals related to the Strategic Plan.

The Library Foundation Board has approved the MOU and Gay Wilson has been hired as the Development Director. Lori Edmondson's term as President for the Library Foundation had ended and Andrea McKinney will take over with the November Board Meeting.

**Finance & Personnel Committee:**

Ms. Morrow reported for the Finance & Personnel Committee that met on November 16.

Specific documents covered included:

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

As of October 31, 2021, 33.3% of the fiscal year has elapsed with 26.1% of the budget being spent, 7.2% under budget for expenditures.

e-Rate reimbursement for the hotspots was received in October in the amount of \$71,400.

Employee count is 219, which is still below the target. However, Lori Ruzika feels confident that we should continue attracting employees with the culture fostered by the Springfield Greene County Library.

**Report of the Director:**

Ms. Cooper highlighted many items from the Executive Director’s Report for November 2021. Please see the Executive Director’s Report for November 2021.

**Library Foundation update:**

Ms. Denniston thanked the Library Foundation for the work that went into getting the MOU in placed. Ms. Denniston also thanked Lori Edmondson for her service and dedication to the Library Foundation.

Gay Wilson provided an update for the Foundation. The Foundation received \$652.58 in October and had no distributions for the month. The Library service desks received \$60 in ‘Keep the Change’ donations for the month.

The Library Foundation had a bank account balance of \$97,939.46 as of October 31, 2021, which is an increase of \$24,862.05 from last year at the same time.

The Library Foundation continues to receive a steady stream of donations in appreciation of Lori Edmondson’s service to the Foundation.

**New Business:**

Looking ahead to the December Board meeting, Ms. Denniston confirmed that most of the Board will be in attendance for the December 21 meeting.

**Miscellaneous Items:**

A motion was made (Mr. Snider) and seconded (Mr. Beecham) to go into closed session pursuant to R.S.Mo. §610.021(2) and R.S.Mo. §610.021(13) and approved by a roll call vote.

<u>Board Members</u>	<u>Yes/No</u>
Emily Denniston, President and Member:	Yes
Clinton Beecham, Vice President and Member:	Yes
Rachael Morrow, Treasurer and Member:	Yes
Stacey Penney, Secretary and Member:	Yes
Cindy Waites, Member:	Yes
David Yancey, Member:	Yes
Samuel Snider, Member:	Yes
Chris Bozarth, Member:	Yes

The regular session adjourned at 4:25 p.m.

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Board of Trustees

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Planning & Development Librarian