



**Springfield-Greene County Library Board of Trustees  
October 17, 2006  
Minutes**

The Springfield-Greene County Library Board of Trustees met on Tuesday, October 17, 2006, at the Ash Grove Branch Library.

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

Member absent: Krystal Compas, Gary Funk

Tammy Flippen, in her new position as manager of the two northwest Greene County facilities, gave a brief overview of the Ash Grove Branch, noting the Main Street revitalization underway by local residents and Drury University architecture students. Flippen, who has worked at several locations and in several departments since she was originally hired in 1998, also pointed out the old-downtown look of the new exterior sign recently installed above the windows in the front of the building.

Disposition of Minutes: Chrisope moved to approve the August 15, 2006, closed session minutes and the September 19, 2006, regular and closed session minutes. Mechlin seconded. Chrisope yea, Guion yea, Jones yea, Mechlin yea, Nichols yea, Woody yea. Motion carried.

Programs, Services and Technology Committee: Chair Cherri Jones reported 278,743 books circulated in September and electronic products had 264,730 in library page views. Collection Management Coordinator Lisa Sampley will compile a statistical report on downloadable audiobooks. The committee will meet at the Brentwood Branch at noon on Thursday, October 19.

Buildings and Grounds Committee: A facilities update is included in the Report of the Director.

Finance and Personnel Committee: Through September, the Library was 4.4% under budget. Income included a bond reimbursement to close out the Series C taxable bonds.

Expenses included interest payments on Series A and B bonds. Account 5231 Building Materials included the new Ash Grove Branch sign. Account 5371 Building Repairs included new sliding doors and sealing the parking lot at the Library Center. Account 5373 included annual maintenance for Kronos time-keeping software and the annual renewal for the VeriSign e-commerce software. Café 641 received a rebate from its freezer purchase from Account 6420 Furniture, Fixtures and Equipment.

The gross profit margin for Café 641 was 50.5% with total income of \$13,630.11 and expenses at \$13,823.06.

Chrisope moved to accept the financial report as mailed. Nichols seconded. Chrisope yea, Guion yea, Jones yea, Mechlin yea, Nichols yea, Woody yea. Motion carried.

Report of the Director: Beginning October 2, a customer satisfaction survey, Counting Opinions, became available to patrons in both online and print formats. A link from the Library's home page will guide patrons to the survey in English and Spanish. More than 150 patrons have completed the survey.

*Stephanie Stenger-Montgomery arrived at the meeting.*

Executive Director Annie Busch demonstrated the new Informed Decision web site to City Council and City Department Managers. The site focuses on local issues affecting the region. The intent of ORION, the Ozarks Regional Information Online Network, when it was established more than ten years ago, was to be an informational network for local information. At that time, however, there was no Internet Service Providers (ISP) so the Library provided access more than information to the patrons. The Informed Decision is now going back to focusing on content. The Library received national recognition for the web site.

Renovations at the Strafford Branch are stalled until appropriate paperwork is filed with the City of Strafford. Busch is in contact with landlord Marc Whitmore about when the facility should be ready for occupancy.

A construction consultant reviewed the construction options for the proposed Willard Branch building owned by Ozark Greenways. The cost to remodel the existing building and replace the roof and HVAC was estimated at \$683,488. The cost to construct a new building was estimated at \$812,957.

Springfield Indoor Air Quality was contracted to evaluate the building for water and mold damage. Mold was found in the Greenways building, and the roof leaks contributed to the problem by increasing the moisture content of the air, allowing mold growth.

The structural engineer has been out of the office and has not yet evaluated the structural condition of the building. The Buildings and Grounds Committee will meet after a report is submitted by the structural engineer.

Library automation vendor Innovative Interfaces, Inc., has selected the Springfield-Greene County Library District to be a development partner as the online catalog is re-designed for better patron use.

More than two dozen volunteers planted wild flowers and other native vegetation in the rain garden near the entrance of the Library Center. The rain garden is a partnership between the Library, James River Basin Partnership and the Missouri Department of Conservation.

Librarian Tammy Flippen met with members of the Greene County Bar Association to share information about the legal resources available through the Library and to learn what they might be able to provide to enhance our resources.

The Library has received more than \$275 in contributions in memory of former Library Board President Andy Montebello's son, James. The Montebello family will match the memorial donations to purchase biographies for the Library's collection.

Board Education: Beginning October 2005, the Midtown Carnegie Branch reduced its hours from 69 to 62 hours per week and increased staff outreach visits to neighborhood schools and programs. Last year, from October 2004 to September 2005, staff visited 3,501 children during 59 visits; this year, from October 2005 to September 2006, staff made 162 visits, bringing the Library message to a total of 6,614 kids—an increase of 188%. In July 2006, the young adult department moved upstairs and created “The Spot.” Moving the young adults upstairs gave the teens more space and allowed closer supervision of the group.

Tammy Flippen reviewed the Informed Decision website. The website is designed to serve as a guide to Springfield and Greene County's most talked about issues directly affecting our community. To date, 338 patrons have visited the site and viewed 2,198 pages. Patrons can sign up for updates to the site via e-mail or RSS feed. The Hot Topics website highlights national topics, and patrons can also sign up for updates to the site via e-mail or RSS feed.

New Business: Employee Benefit Design requested health insurance quotes from 15 agencies and received bids from five agencies. The Library currently pays \$304 per employee per month on Cox Medical Center's Solutions HMO 90 plan. The renewal quote increased 25% to a rate of \$380 per employee. Significant premium reductions would require major changes to the plan.

Chrisope moved to renew the health insurance contract for the current Cox Medical Center Solutions HMO 90 plan at a rate of \$380 per month per fulltime employee for the renewal period of 1/1/07-12/31/07. Jones seconded. Chrisope yea, Guion yea, Jones yea, Mechlin yea, Montgomery yea, Nichols yea, Woody yea. Motion carried.

*Jean Woody left the meeting.*

Mechlin moved to approve offering medical, dental and vision options to parttime employees through payroll deductions with no premium contributions from the Library. Jones seconded. Chrisope yea, Guion yea, Jones yea, Mechlin yea, Montgomery yea, Nichols yea. Motion carried.

The meeting adjourned at 5:20 p.m.

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Board of Trustees

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Debbie Eckert, Business Office Manager