



Springfield-Greene County Library Board of Trustees
February 17, 2009
Minutes

The Springfield-Greene County Library Board of Trustees met on Tuesday, February 17, 2009, at the Willard Branch Library with Cherri Jones presiding.

Members present: Leslie Carrier, Bruce Chrisope, Martha Crise, Vickie Hicks, Cherri Jones, Morey Mechlin

Members absent: Cheryl Griffeth, Neil Guion, Rodney Nichols

Disposition of Minutes: Mechlin moved to approve the January 20, 2009, minutes after corrections to reflect Leslie Carrier seconding the motion to approve the December 2008 financial report and the misspelling of Executive Director Regina Greer Cooper's name under the Director's Report. Chrisope seconded. Carrier yea, Chrisope yea, Crise yea, Hicks yea, Jones yea, Mechlin yea. Motion carried.

Finance and Personnel Committee: Chair Bruce Chrisope reported the Library Foundation Board of Directors met jointly with their committee to consider re-classifying the Foundation Director's position from parttime to fulltime. The committee is continuing to review the financial impact, investment policies, donation processes and staff recommendations before a decision is made.

Through January, the Library was 6.8% under budget. The Library received more than \$8.3 million in tax disbursements in January. Year-to-date current and delinquent taxes as well as financial institution taxes total more than collections for the same period last year.

Expenses included the final payment to John Keister and Associates for consulting services for the director search from Account 5319 Professional Services. Account 5342 Printing included printing and binding the annual report. Account 5371 Building Repairs included the balance due on replacing the carpet as well as copper guttering at the Midtown Carnegie Branch. The expense for the guttering was reimbursed through insurance as part of the ice damage claim from the previous year. Upholstery was replaced on the cubicles at the Park Central Branch.

Chrisope moved to accept the January 2009 financial report. Carrier seconded. Carrier yea, Chrisope yea, Crise yea, Hicks yea, Jones yea, Mechlin yea. Motion carried.

Buildings and Grounds Committee: The new Willard Branch is scheduled to be completed by mid-May. A Lego display, created by 11-year-old patron Wyatt T. Gregory, mirrors the progress of the construction. The February 9-15 issue of the *Springfield Business Journal* included construction pictures of the new branch.

The foundation and footers have been poured at the site of the new Republic Branch. Executive Director Regina Greer Cooper and Associate Director of Public Services Jim Schmidt will meet with developer Don LaRue and request a timeline for the Republic Branch project.

Cooper and Schmidt met with Central High School Principal, Ron Snodgrass. Talks with school officials have resulted in clarification of the traffic issues. Handouts and signage will be produced to apprise patrons of the policy.

The committee is exploring possible sites for the Fair Grove Branch and discussed distributing a Request For Proposal (RFP) for the purpose of informing interested contractors and landlords of the opportunity to provide a new library facility.

Cheryl Griffeth will chair the Buildings and Grounds Committee while Neil Guion is out of the country.

Programs, Services and Technology Committee: Mechlin reported the committee will review the long-range plan, and staff representing each service area will be scheduled to attend committee meetings.

Circulation in January increased 5.9% with 327,866 materials circulating systemwide. Total branch traffic increased 10.4% with 149,840 patron visits. Systemwide, 1,098 groups used the meeting rooms with an attendance of 8,268. There were 341,112 searches from the Library's electronic products. The web server recorded a total of 852,747 page views by 88,936 visitors during January.

Report of the Director: On February 10, Cooper, Schmidt and Community Relations Director Jeanne Duffey attended the Missouri Library Association's Library Advocacy Day in Jefferson City. Cooper was able to meet with every legislator in the Library's delegation.

Cooper attended the MOBIUS Council meeting in Columbia on February 6. As a cooperating partner, it costs approximately \$3.50 per request through MOBIUS as opposed to about \$35 per traditional interlibrary loan transaction.

The Battlefield Tax Increment Financing (TIF) Committee will meet at 4:30 p.m. on February 19. Five members will be selected for the committee from the seven taxing districts involved. Trustee Leslie Carrier will also attend the meeting.

The plaque honoring former Director Annie Busch's 23 years of service was installed in the concourse of the Library Center near the auditorium which has been re-named the Annie Busch Auditorium.

The Ash Grove, Brentwood and Midtown Carnegie Branches and the Library Station have been approved to proceed with the Gates Grant process to replace computers. The Library should be notified of the grant amount sometime in March.

The Administrative Staff discussed the cell phone policy and confirmed staff would be flexible and only ask patrons to turn off their cell phones if they are disturbing others. A cell phone-free area will be offered for patrons requesting a quiet area.

According to the Library's IntelliShred recycling service, in January the District recycled 5,389 pounds of paper. Articles on the Library's "green" efforts appear in the spring issue of *Bookends* and on the web site. The *Libewire* article, written by Community Relations Assistant Sarah Rosendahl, was reprinted in the latest issue of *Library Administrator's Digest*.

New Business: The 2008-2009 budget revisions will be presented at the March meeting.

The annual Board Retreat was changed to noon on Tuesday, April 21. Mechlin will check on the availability of the Lake Springfield Boathouse for the April retreat and board meeting. Suggestions for agenda items should be sent to Cherri Jones by April 10. Jones requested each committee be prepared to suggest two goals at the retreat.

On June 30, three Board member terms expire. The mayor will make two City appointments and the County Commissioners will make one appointment. Interested citizens should apply before the mayor and commissioners begin reviewing applications in May.

Mechlin moved to adjourn the meeting. Chrisope seconded. Carrier yea, Chrisope yea, Crise yea, Hicks yea, Jones yea, Mechlin yea. Motion carried.

The meeting adjourned at 5 p.m.

Board of Trustees

Debbie Eckert, Business Office Manager