

Scenic Regional Library  
Board Minutes – February 17, 2015

Scenic Regional Library Board of Trustees met at the Union Branch on January 20, 2015, at 7:05 pm. Karen Holtmeyer presided at the meeting. Those attending the meeting were Diann Wacker, Bob Niebruegge, John Barry, Jim Davis, Carla Robertson, John Cheatham, Susan Richardson and Carol Bell. Absent were Louise Baker, Kathleen Ham, Carol Leech, Paula Sutton and Joy Dufrain. Steven Campbell, Library Director, Jamie Summers, Administrative Assistant, Dan Brower, Assistant Director, Brenda Allee-Bates, Business Manager and Human Resources Manager, and Diane Disbro, Union Branch Manager, were also present.

There were no public comments.

**Public Comments**

*Susan Richardson made the motion to approve the Minutes of the January 20, 2015 meeting. Carla Robertson seconded the motion. All voted Aye. The motion carried 9/0.*

**Approval of Minutes**

The Financial Report was reviewed. *Bob Niebruegge made the motion to approve the Financial Report and the transfer of funds. John Barry seconded the motion. All voted Aye. The motion carried 9/0.*

**Financial Report & Transfer of Funds**

Steve Campbell spoke with the Board about a positive conversation with Representative Dave Hinson on Library Advocacy Day in Jefferson City in regards to the Sullivan Public Library merger. Representative Hinson has proposed the change to consolidation law to allow the merge and does not expect any problems with it passing.

**Librarians Reports**

The Scenic Regional Library Foundation Board is having difficulties having enough members able to attend the first quarter meeting. The meeting is being again rescheduled to discuss Friends of the Library group issues. Steve Campbell has requested they consider sending letters to Friends members with updates.

The 2014 Annual Report was provided the Board. Dan Brower compiled a Usage per Capita report that was also included for the Board. An updated Staff Directory was also provided for the Board.

The Board agreed that the remodel turned out nicely. Some members were unable to tour due to weather conditions and would like to visit the building at another date. Carla Robertson suggested considering reflective posts or similar products for the drop around the curve of the delivery lane.

**Tour of New Administration Offices**

John Barry expressed concern that Bill Miller, owner of The Missourian, would catch sight of the figure for Travel & Dues in the budget and draw attention in the newspapers. He agrees that professional development is important to the staff but that a rotation should be considered to cut costs. Susan Richardson asked if the funds for professional development could be labeled as such in the budget to avoid confusion between conferences and other travel expenses. Bob Niebruegge points out that the Board needs to focus on the percentage of the budget that is slated for this line rather than the dollar amount, neither way does he feel the

**Travel & Dues Budget Line**

Library is marking too much for professional development. John Cheatham agreed that for clarity to adjust the terminology. ***Bob Niebruegge made the motion to keep the same budget line amount for Travel & Dues but to separate travel and professional development expenses. Susan Richardson seconded the motion. The motion carried 8/1.***

Steve Campbell approached the Board about the option of viewing monthly Board packets on Library laptops rather than printed versions. John Barry thinks it is a good idea, stating that many companies in Warren County have switched to using electronic packets and are pleased with the economic value, pointing out that there will be an adjustment curve. Susan Richardson agreed that it would be a good option to try, pointing out that if anyone wants a paper copy they could print one for themselves. Carol Bell does not like reading on a computer and likes to make notes throughout the packet during the meetings, but is willing to try next month. Bob Niebruegge thinks it is a good idea to try but would still like a paper copy of the agenda that could be used for notes at the meeting. None of the members had an objection to a trial of an electronic Board packet next month.

### **Library Board Meeting Packets**

Steve Campbell spoke to a patron of the St. Clair branch about the new service hours. The patron informed Steve that he and many others visited the library branch before church services on Wednesday evening. The new service hours will have Tuesday and Thursday evening hours rather than Wednesday. The patron was pleased with the extended hours overall but disappointed about losing the Wednesday evening hour.

### **New Service Hours at the St. Clair Branch**

Brenda Allee-Bates compiled bid requests for two new Library vehicles that were provided to the Board. The request is for American made vehicles at dealerships in Franklin, Gasconade and Warren counties. Many dealerships might be able to order specifics if they do not have the vehicle on their lots already. The administrative staff met to discuss this top and agreed that the purchase of one van for carrying large items or groups was needed but many times one individual is driving between branches and could save a considerable amount if traveling in a car with great gas mileage ratings. John Cheatham asked about looking for new vehicles that would include a warranty. Bob Niebruegge suggested choosing a van with stow-and-go seating to be able to quickly and easily fold the back seats away for storage when not needed for staff. John Barry wanted to clarify that the bids were being requested for a van and a mid-sized car.

### **Vehicle Bids**

***Jim Davis made the motion to move into Executive Session. Bob Niebruegge seconded the motion. There was a roll call vote: John Cheatham—Aye, Bob Niebruegge—Aye, John Barry—Aye, Diann Wacker—Aye, Susan Richardson—Aye, Carla Robertson—Aye, Carol Bell—Aye, Jim Davis—Aye, and Karen Holtmeyer—Aye. The Board moved into Executive Session at 7:55 pm.***

The Board returned from Executive Session and announced the votes.

**Votes from**  
**Executive Session**

*John Cheatham made the motion to proceed with discussions with the consultant if the Library receives a good report from the other Missouri libraries that have worked with Mr. Ortmeyer to develop a minimal plan. Jim Davis seconded the motion. All voted Aye. The motion carried 9/0.*

*There being no further business, Karen Holtmeyer adjourned the meeting at 8:22 pm.*

\_\_\_\_\_  
Secretary

Approved: \_\_\_\_\_  
President, Scenic Regional Library Board of Trustees

Date: \_\_\_\_\_