

Scenic Regional Library
Board Minutes – January 15, 2014

Scenic Regional Library Board of Trustees met at the Union Library on January 21, 2014, at 7:00 pm. Paula Sutton presided at the meeting. Those attending the meeting were Carol Bell, Jim Davis, Diann Wacker, Karen Holtmeyer, John Cheatham, John Barry, Carla Robertson and Bob Niebruegge. Absent was Susan Richardson, Joy Dufrain, Kathleen Ham and Louise Baker. Steven Campbell, Library Director, and Jamie Summers, Administrative Assistant were also present.

There were no public comments.

Karen Holtmeyer made the motion to approve the Minutes of the December 17, 2013 meeting. Carla Robertson seconded the motion. All voted Aye. The motion carried 8/0.

Approval of Minutes

The Financial Report was reviewed. Steven Campbell is researching the difference on the Accountant's Report for Accounts Payable. Additional information will be provided for the Board when available. ***John Cheatham made the motion to approve the Financial Report and the transfer of funds. Jim Davis seconded the motion. All voted Aye. The motion carried 8/0.***

Financial Report & Transfer of Funds

The Librarian Reports were reviewed. Unnerstall and Unnerstall, CPA, the company that has been doing the yearly audit for the Library, is no longer offering auditing services. They have recommended Hochschild, Bloom & Company, LLP, a local firm from Washington. Tim Otten approached Steven Campbell with additional information on his property in New Haven. The building that the Library looked at in 2013 is still available, with additional spaces adjacent becoming available in April 2014. The price has been reduced to \$55,000 for each 1,250 square foot unit for the Library's consideration.

Librarian's Report

Library Legislative Day is Tuesday, February 4, 2014 in Jefferson City. Appointments have been made with seven of ten State Representatives and Senators, messages have been left for the remaining three. The only Board member who has committed to attend is Bob Niebruegge. Steven Campbell, Library Director, Maureen Willmann, IT Supervisor, Jamie Summers, Administrative Assistant, and Diane Disbro, Union Branch Manager will also be attending. Pictures will be taken of the Legislators to create READ posters to be sent to them and used at the branch locations.

Library Legislative Day 2014

Scenic Regional Library has migrated to the Missouri Evergreen system. The branches were closed on Saturday, January 11, 2014 due to the migration but stayed open using back-up circulation on Friday, January, 10, 2014. The Library is continuing to work out a few issues that arose during the migration. Overdrive, for e-books and e-audiobooks, was unavailable for one and a half days due to the migration, but is running smoothly now. The issues with hold requests are working themselves out with time in the new system. An unexpected issue that is being dealt with is in regards to patrons who use only e-books, were deactivated if their

Missouri Evergreen Migration

card showed no activity over the past two years. These patrons are being registered again and given a new card.

Steven Campbell provided the Board with information on a digitization grant that is available to the Library. *The Missourian* and *The Warren County Record* have agreed to allow copyright access for the digitization project. The local manager of the *Hermann Advertiser Courier* is going to present the information received upon meeting with the Library Director to the corporate office for consideration. The Washington Historical Society is also looking at the possibility of getting the Gerald newspaper onto microfilm and will allow the Library access, if successful.

**2013-2014
Digitization Grant**

Bob Niebruegge entered the meeting at 7:29 pm. He presided over the remainder of the meeting.

A committee of five Library employees has been created to plan an Employee Appreciation Event in the spring of 2014. All employees and Board members are invited to attend. Information will be provided as it is available.

**Employee
Appreciation Event
Committee**

An article featuring the Scenic Regional Library Friends of the Library groups made the front page of the People section of *The Missourian* in the January 18, 2014 weekend edition. Membership dues range from \$10-\$500 per year and will expire in January of the following year. Any members during 2014 will have their name and donation category displayed in their Friends branch.

**Friends of the
Library**

Steven Campbell provided the Board with an update of continuing issues with the Library's accounting firm, Langenberg, Strubberg & Arand, LLC. The Board agreed to send a letter addressing some of the concerns to the firm. Steven Campbell and Jamie Summers will be visiting other libraries to acquire financial practices and investigate the possibility of bringing all accounting in-house. ***John Cheatham made the motion to send a letter to the accounting firm. Diann Wacker seconded the motion. All voted Aye. The motion carried 9/0.***

Accounting Firm

Steven Campbell has been able to meet with the editors of the local newspapers regarding the tax levy measure. The Library has the support of *The Missourian* and *The Warren County Record*. The *Hermann Advertiser* does not run editorials but will remain neutral on the issue. Steven Campbell approached the Board to have a few members from each county write a Letter to the Editor in support of the tax levy measure. Paula Sutton volunteered at the meeting. Susan Richardson had spoken with the Director prior to the meeting and offered to write a letter with a Washington spin. The Board also thought the Foundation Board might be willing to write letters as well. It was also brought up that *The Missourian* might have an online outlet that contains additional information than what eventually gets printed. Steven Campbell is currently working with a graphic design artist from The Missourian Publishing Co. to create information brochures for the tax levy measure, targeting each of the three counties and Washington residents.

**Library Tax Levy
Measure**

Jim Davis left the meeting at 8:48 pm.

The Board agrees that the Warren County brochure should contain additional facility in Warren County if the levy measure passes.

John Barry left the meeting at 8:50 pm.

The brochure created by the Missourian Publishing Co. would cost \$7,000. This price includes being printed on a glossy material, being sorted for mailing, envelopes provided, and postage. The four batches would be mailed in March 2014.

There being no further business, Bob Niebruegge adjourned the meeting at 9:21 pm.

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____