

Scenic Regional Library
Board Minutes – March 16, 2010

The Scenic Regional Library Boards of Trustees met on March 16, 2010 at the Union Library. John Barry presided at the meeting. Those attending the meeting were JoAnn Schweissguth, Diann Wacker, Karen Holtmeyer, Joy Dufrain, Christine Schmidt, Kathi Ham, Carol Bell, Carla Robertson, Dan Wilson, Jim Davis, Vivienne Beckett and Ken Rohrbach. Jim Verhulst, John Cheatham, Bob Niebruegge and Susan Richardson were absent.

Karen Holtmeyer made the motion to approve the Minutes of the February 16, 2010 meeting. Diann Wacker seconded the motion. The motion was approved unanimously.

Approval of Minutes

The Financial Report was reviewed. Ken Rohrbach noted the following: the receipt of surtax in Franklin County of \$19,791.93, equalization funds for Gasconade County of \$11,369.97, Gates Grant funding of \$17,550. Expense items highlighted were yearly fees to Overdrive, database expenses for Alldata, Read the Books, and World Book and legal fees. ***Christine Schmidt made the motion to approve the Financial Report and transfer of funds. Carol Bell seconded the motion. The motion was approved unanimously.***

Financial Report & Transfer of Funds

Updates were given to bills in the Missouri Legislature involving library sales taxes, funding for state aid, labeling of materials for minors, and changes in defined benefit retirement systems. Ken Rohrbach reported on the final hearing in the Franklin County Library District Tax Levy lawsuit and the procedure that will be followed in setting the 2010 levy. The combined catalog of the Washington Public Library and Scenic Regional has been operational for a month and while glitches have occurred, the response has been very favorable. Chris Brown has most of the Gates Grant equipment installed and networking issues are being addressed. The library's Technology Plan for the next three years is nearing completion and is due by March 31st. Vivienne Beckett relayed a request for consideration of a branch library in Labadie. Various library events were highlighted and a copy of the new patron packet was given to each board member as requested at the February board meeting

Reports

Sheets showing revisions to the 2010 Budget's Income and Expenses were distributed. Aside from revisions to income presented at the February board meeting, additional changes were the addition of \$11,370 of equalization funds for Gasconade County and an increase of \$725 to the funds coming from the Franklin County checking account. The 2010 estimated income is now projected to be \$2,371,477, with \$2,111,093 actually available for the operating budget. The expense section was reviewed and the adjustments to various categories were explained. The major change was in Operations - Contingency which was raised to include the \$261,384 in attorney fees and legal ads for the Franklin County lawsuit settlement. Most of the equalization funds were placed in Capital Expenses – Furniture & Equipment. ***Joy Dufrain made a motion to approve the revised 2010***

Revision of 2010 Budget

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Budget. Karen Holtmeyer seconded the motion. The motion was approved unanimously.

Information on Flexible Spending Accounts under IRS Section 125 Cafeteria Plans was presented. The advantages for employees of spending pre-tax income on qualified health and dependent care expenses were outlined. The benefit for the library was also explained, as well as the liabilities the library would incur. Several board members related their experience with these types of plans. The consensus was that this could be a valuable option for the library staff. Presentations will be made to the staff to determine the level of interest.

**Flexible
Spending
Accounts**

The redesign of the library's website has prompted consideration of redesigning the library's logo which has been used the past 16 years. A quote of \$2,885 was obtained from Scorch Agency which is also working on the website. The consensus of the board was this bid was too high. After discussion, the board directed the library staff to contact local graphic designers as well as the graphic design department at East Central College to obtain alternatives.

Logo Redesign

It was requested that the board approve direct payment of utility bills from the library's checking account to avoid penalty payments. The due dates of these bills frequently do not coincide with the bills run for board meeting or with the interim checks. ***Carla Robertson made a motion to authorize the payment of utility bills by a direct pay method. Diann Wacker seconded the motion. The motion passed unanimously.***

**Direct Payment
of Utility Bills**

Staff involved with planning the Summer Reading program have proposed an incentive to staff members for wearing their shirts promoting the program. Specifically, it has been suggested that staff members be allowed to wear jeans when they are wearing their promotional shirts. The library's dress code policy states that jeans are not acceptable, but that exceptions can be determined by the administrative staff. The policy also states that clothing must be clean and neat. The board directed the library administration to make the decision on this matter.

**Dress Code
Considerations**

Jim Davis made a motion to adjourn the meeting. Diann Wacker seconded the motion. The meeting was adjourned

Secretary

Approved: _____
 President, Scenic Regional Library Boards of Trustees

Date: _____