

Scenic Regional Library
Board Minutes – December 17, 2013

Scenic Regional Library Board of Trustees met at the Union Branch on December 17, 2013, at 7:06pm. Robert Niebruegge presided at the meeting. Those attending the meeting were, John Cheatham, Louise Baker, Diann Wacker, Kathleen Ham, Paula Sutton, Susan Richardson, John Barry, Carol Bell, Karen Holtmeyer, and Jim Davis. Also present were Steven Campbell, Library Director, and Jamie Summers, Administrative Assistant.

There were no public comments.

Susan Richardson made the motion to approve the Minutes of the November 19, 2013 meeting. Paula Sutton seconded the motion. All voted Aye. The motion carried 10/0.

Approval of Minutes

Louise Baker joined the meeting at 7:08pm.

The Financial Report was reviewed. ***John Barry made the motion to approve the Financial Report and transfer of funds. Jim Davis seconded the motion. All voted Aye. The motion carried 11/0.***

Financial Report & Transfer of Funds

The Librarians' Reports were reviewed. Steven Campbell provided an update from the Scenic Regional Library Foundation Board. The information for the Friends of the Library Groups has been approved and will be distributed to all of the branches soon. The secretary is completing the 501(c)(3) application. Carol Leech has been approved by the Gasconade County Commissioners and will join the Board at the January 21, 2014 meeting. Steven Campbell informed the Board about Library Legislation Day in Jefferson City on February 4, 2014. This is a very good opportunity for library staff and board members to meet with legislators to discuss the importance of the library in each community.

Librarians' Reports

The Board discussed the vacancy of the role of Second Vice President, needing to be filled by a member representing Warren County. ***Carol Bell made the motion to elect Karen Holtmeyer as the Second Vice President. Susan Richardson seconded the motion. All voted Aye. The motion carried 11/0.***

Second Vice President

The Board discussed the proposed budget for 2014. The Library's accounting firm reduced their annual bill by \$10,000 due to accounts payable and some other duties being transferred in-house. The additional \$10,000 has been spread between various budget lines of the Operations section of the budget. The budget also includes decreased postage since the Library will be emailing overdue notices with Missouri Evergreen, as well as a 2% raise to all employees. ***John Barry made the motion to approve the 2014 budget. Paula Sutton seconded the motion. All voted Aye. The motion carried 11/0.***

2014 Budget

Scenic Regional Library will begin using Evergreen as its new automation system on Monday, January 13, 2014. Of the libraries that have migrated to Missouri Evergreen, nineteen out of twenty have closed the Saturday before the migration due to the need to transfer data files and avoid using Evergreen's backup circulation module for an entire day. Steven Campbell requested that the Board close the Library on Saturday, January 11, 2014. The Board asked that advance notice be given to patrons of the closure by signs in the Library as well as notices in the newspapers. ***Jim Davis made the motion to close the Library on January 11, 2014 for the Missouri Evergreen migration. Kathleen Ham seconded the motion. All voted Aye. The motion carried 11/0.***

Closing the Library on January 11, 2014

Steven Campbell spoke to the Board about his conversation with the Franklin County Clerk office. The Clerk said that Scenic Regional Library should be able to be put on the ballot rather than Franklin County Library District alone to avoid confusion. The Library's attorney, Joseph Purschke, is looking into the specifics for wording on the ballot. The deadline to place the measure on the April 8, 2014 ballot is January 21, 2014. The Board discussed doing a mass mailing for the informational campaign. Jim Davis is working on the paperwork for the Political Action Committee. Volunteers will be needed to help with the polls in April. The Board agrees that it would be beneficial for the Director, or a representative from the Library, to speak to local groups about the Library and the levy campaign. The Board members will begin setting up speaking engagements for themselves, the Director, or someone from the Library. Handouts will be given out at the speaking engagements.

Tax Levy Measure

Robert Niebruegge adjourned the meeting at 9:02pm.

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____