

Scenic Regional Library  
Board Minutes – January 15, 2013

Scenic Regional Library Board of Trustees met at the Union Library on January 15, 2013, at 7:30pm. Joy Dufrain presided at the meeting. Those attending the meeting were Carol Bell, Jim Davis, Susan Richardson, Kathleen Ham, Robert Niebruegge, Dan Wilson, John Barry, Carla Robertson, JoAnn Schweissguth, Steven Campbell, Library Director, and Jennifer Slay, Administrative Assistant.

There were no public comments.

***John Barry made the motion to approve the Minutes of the December 18, 2012 meeting. JoAnn Schweissguth seconded the motion. All voted Aye. The motion carried 10/0.*** **Approval of Minutes**

The Financial Report was reviewed. Steven Campbell explained that the percentages showing the increase or decrease in circulation compared to the previous year have been incorrect because the year-to-date figures had not been updated on a monthly basis. This report is now accurate. ***Jim Davis made the motion to approve the Financial Report and transfer of funds. Robert Niebruegge seconded the motion. All voted Aye. The motion carried 10/0.*** **Financial Report & Transfer of Funds**

The Librarians Report was reviewed. Carol Bell commented on Youth Services Librarian, Christy Schink, visiting Spring Bluff Elementary to give an in-service presentation on e-books, Tutor.com, the library's research databases, and reserving books from our catalog. Carol Bell suggested visiting other schools within our district to offer these services. **Librarian's Report**

Library Legislative Day is Tuesday, February 5, 2013, in Jefferson City. Appointments have been made with all State Representatives and Senators, except for one. Board members who have committed to attend are Susan Richardson, Joy Dufrain, and Bob Niebruegge. **Library Legislative Day, 2013**

The library's accounting firm has requested that three vendors be added to the Interim Check Policy. ***John Barry made the motion to add Fleet Services, Wal-Mart, and Fidelity to the Interim Check Policy. Susan Richardson seconded the motion. All voted Aye. The motion carried 10/0.*** **Interim Check Policy Additions**

The property that was previously discussed as a possible new branch location is no longer for sale. Various improvements have been made in the last few months, but there are still issues with the basement and sufficient parking space. A discussion took place on possible improvements to the current building including using the lot behind the building as a parking area. Unfortunately, the lot itself does not allow for expansion. Minor repairs will be made while consideration continues to be given on whether to look into renovating the basement or searching for another location. **New Haven Building**

A discussion took place on the direction the library should go in supporting the formation of a foundation and Friends' of the Library group. Joy Dufraim stated that while some board members embraced the idea and others did not, the best option for volunteers to help the library would be through a 501(c)3. A foundation could be established, with each individual branch having a committee under the foundation umbrella. Steve Campbell informed the board that the Hermann branch has had tremendous support from the community for the silent auction which could be an indicator of all-around support. Susan Richardson shared information she received from the Washington Library friends group and Dan Wilson provided background on how a foundation and friends group could be established. ***Jim Davis made the motion to appoint a committee to define the structure of a foundation that will apply for 501(c)3 status. Dan Wilson seconded the motion. All voted Aye. The motion carried 10/0.*** Volunteers were sought to be on the committee and are listed as follows: Jim Davis, Dan Wilson, Susan Richardson, John Barry, Carol Bell, Steve Campbell, and Joy Dufraim (ex officio member). The committee will meet and report back to the Board of their findings.

### **Library Foundation and Friends' of the Library Group**

Carla Robertson expressed her appreciation of the thought at looking into a tax levy increase in the near future.

### **Library Tax Levies**

A discussion took place on establishing a modified Library2Go site at the Gerald Area Library. This would include St. Charles City-County Library adding Gerald as a branch location in our automated system, for no additional cost. Gerald would be set-up as a pickup and drop-off location two days each week on our courier route, at a cost of \$1,248 per year. ***Dan Wilson made the motion to allow Steve Campbell to make the necessary arrangements to establish a modified Library2Go site in Gerald. Susan Richardson seconded the motion. The motion carried 10/0.***

### **Gerald Area Library**

Annual membership renewals for the American Library Association (ALA) at a cost of \$1,400, and the Missouri Library Association (MLA) at a cost of \$500, have been received. The only benefit provided for an ALA institutional membership is a \$45 magazine subscription, and we already pay for individual memberships to MLA for our professional staff. Joy Dufraim explained that the MLA institutional membership allows all trustees to sign up as members for free. This membership offers reduced expenses at MLA conferences. ***John Barry made the motion to not renew the ALA institutional membership and to keep the MLA institutional membership. The \$1400 savings will be used to pay for the extended delivery service to Gerald. Carla Robertson seconded the motion. The motion carried 10/0.***

### **Institutional Memberships**

No dates or locations have been selected yet for a spring book sale. Carol Bell said that New Haven would like to have a sale, but that April was not a good month to reserve the meeting room down the block from the library. However, the room can be used free of charge, not \$45 per day as originally thought.

### **Spring Book Sale**

*There being no further business, Joy Dufrain adjourned the meeting at 9:11 pm*

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Secretary

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

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