

Scenic Regional Library District  
Board Meeting – March 20, 2012

The Scenic Regional Library Boards of Trustees met on March 20, 2012 at the library in Union, MO. Susan Richardson presided at the meeting. Those attending were, Carol Bell, John Cheatham, Susan Richardson, Jim Davis, Paula Sutton, Kathi Ham, Karen Holtmeyer, Carla Robertson, JoAnn Schweissguth, Vivienne Beckett, and Chris Brown. Bob Niebruegge, Louise Baker, Diann Wacker, Dan Wilson, John Barry, and Joy Dufraim were absent.

Susan Richardson asked if there were any corrections to the minutes of the previous board meeting. *Jim Davis moved to approve the February meeting minutes. Paula Sutton seconded the motion. The motion was approved unanimously, and the meeting minutes of the February 21, 2012 meeting were approved.*

**Approval of Minutes**

A copy of the financial report was distributed for review. Library Director, Vivienne Beckett noted the slight change in the format and noted the percent spent in the budget categories. She also asked for feedback about the board report's format and asked for input. *John Cheatham moved to approve the Financial Report and transfer of funds. Kathi Ham seconded the motion. The motion was approved unanimously.*

**Financial Report & Transfer of Funds**

Vivienne Beckett gave a description of the upcoming programs, and highlighted the popular How to Use an Ereader classes, the upcoming local author visit by Ray Sigler, the regular book clubs at Hermann and Union and the Art House Movies.

**Reports**

**Program Highlights**

Updated information about the new accounting service was discussed. Vivienne Beckett reported that things are going very smoothly as the library finished its first quarter of the fiscal year. She stated that the budget will be revised in April as it is each year.

**Accounting Update**

Vivienne Beckett explained the work that was being done by the volunteers at the library. So far, they have provided a great amount of assistance at both of the libraries in St. Clair and Union. There are more volunteer applications/background checks pending for approval. Soon more volunteers will be able to assist with setting up the book sale among other tasks. Using volunteers will help cut down on personnel costs.

**Volunteer Update**

It was reported that Assistant Director, Chris Brown, submitted his resignation. He has accepted a position as Assistant Director at Pella Public Library in Pella, IA. Susan Richardson thanked him on behalf of the board for all the work he has done at Scenic Regional Library. Chris' last day at Scenic Regional Library is on May 4.

**Staff Changes/Filling Vacancies**

Vivienne Beckett stated that it will be difficult to fill Chris' position and she explained how the library will begin to fill positions, starting with the Assistant Director/Adult Services Librarian. Next the library will work with AQM to assist with computer maintenance issues in the meantime, since they are familiar with the library's network, until it is necessary to hire an IT/Network Administrator. However, she stated that there is a Reference/Adult Services Librarian that should also be filled this year too.

Youth Services Librarian, Christy Schink reported on her experience attending the Public Library Association Conference in Philadelphia, PA. Vivienne Beckett also reported on attending the conference. They both shared some ideas with the group, including developing pre-literacy skills and also on adjusting to change in a different world. They both reported that attending was a great experience and a privilege to learn what other libraries are doing nationwide and globally.

**Public Library Assn. Conference**

Vivienne Beckett explained that the lease for the Owensville branch will be due in June. It is a series of three one year leases. The lease was discussed and approved for renewal since the library is not planning on moving in the short term. The rental fee has increased by \$25, otherwise the terms of the lease are the same. *John Cheatham moved to approve the renewal of the three year lease at Owensville with the \$25 increase in rent. Carol Bell seconded the motion. The motion was approved unanimously.*

### Owensville Lease

The library staff is working on marketing the library's collection and services more to the community. There are several techniques the staff are working on to help promote services, including new displays to promote reading in the library and on the website. Vivienne Beckett reported that she ordered an advertisement for the library to be placed on the tables in the White Rose Restaurant in Union. Those will be installed within the next few months. The new tables will include an advertisement for the library listing all branches, phone numbers and the library's logo. It will be in the restaurant for three years.

### Marketing

Donations were given by several donors recently in memory of James Shephard, a patron who was a strong believer in the mission of the library and especially serving children. His family and friends have generously donated funds to purchase pre-literacy stations in the Union and Pacific libraries. These pre-literacy stations are furniture equipped with toys that encourage parents and young children to play together. When children play with their parents using these toys, it helps them to develop skills helpful in learning to read. There was discussion on submitting this information to the local newspapers and there was discussion on finding more ways to encourage donations. Vivienne Beckett reported that she and Chris Brown have placed a donation link connected to a Pay Pal account on the library's website. It will be displayed in several places on the website.

### Donations

There being no further business, Susan Richardson adjourned the meeting.

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Secretary

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

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