

Scenic Regional Library  
Board Minutes – October 20, 2009

The Scenic Regional Library Boards of Trustees met on October 20, 2009 at the Union Library. Dan Wilson presided at the meeting. Those attending the meeting were Susan Richardson, JoAnn Schweissguth, Carol Bell, Carla Robertson, Diann Wacker, Karen Holtmeyer, Joy Dufrain, Christine Schmidt, Jim Davis, Kathi Ham, Bob Niebruegge, Vivienne Beckett, Chris Brown, and Ken Rohrbach. John Barry, Jim Verhulst and John Cheatham were absent.

***Christine Schmidt made the motion to approve the Minutes of the September 15, 2009 meeting as corrected. Carol Bell seconded the motion. The motion was approved unanimously.***

**Approval of Minutes**

The Financial Report was reviewed. Ken Rohrbach noted the following: 2008 protested taxes have been received in Franklin County, the Gasconade and Warren Counties D/I CD's were renewed and additional Franklin County funds are being placed in the Franklin County checking account in anticipation of settlement legal fees. Under the bills section the following were highlighted: payment for the Tutor.com tutoring service, legal fees, the final distribution of payment for the Owensville circulation desk, Bolte Construction for the St. Clair awning and other work, and fees to Lewis-Bade for the Warrenton parking lot. It was also noted that Internet usage is up 7.73% in 2009. Karen ***Holtmeyer made the motion to approve the Financial Report and transfer of funds. Joy Dufrain seconded the motion. The motion was approved unanimously.***

**Financial Report & Transfer of Funds**

Ken Rohrbach stated that discussion of settlement options with the opposing parties in the Franklin County Levy lawsuit is underway. Work has started on the Warrenton Parking lot expansion and the Warren County Board will be considering changes regarding fencing and resealing the existing lot. Board members highlighted programs they attended at the Missouri Library Association Conference. The current status of the organization was also discussed. Vivienne Beckett highlighted the events schedule of the library. Of particular interest were Stormin' Norman Pumpkin Carving, artist Billyo O'Donnell, Washington Optimist Club presentation, Trivia Night, and the upcoming Family Reading Night on Nov. 6<sup>th</sup>.

**Reports**

The by-laws revision presented at the September board meeting was brought up for consideration. ***Karen Holtmeyer made a motion to amend Article IV, Section 6 of the Scenic Regional Library By-Laws to read: Treasurer – The administration and execution of the Treasurer's duties, under the applicable state laws are the responsibility of the Treasurer, and, by designation, the library director acting under the authority of the library board of trustees. The Library Director shall include a report of each county library district's finances in the complete financial reports presented to the regional board at its regular monthly meetings. Carla Robertson seconded the motion. The motion was approved unanimously.***

**By-Laws Revision**

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Certain issues have arisen as Scenic Regional and Washington Public synchronize procedures and circulation policies involving non-resident fees, card replacements and existing fines. An analysis of current household library taxes was distributed. Based on current assessed valuations (exclusive of commercial valuations) and 2007 census information, system-wide range per family and per household costs are from \$38.23 to \$24.77. *Christine Schmidt made a motion to set the non-resident card fee at \$25.00 per year per family. Susan Richardson seconded the motion. The motion was approved unanimously.* It was the consensus of the board individuals with fines on their accounts would remain responsible for these fines after the launch of the cooperative catalog. As per the Cooperative Agreement fines will no longer be charged on videos or DVDs. Both libraries charge differing amounts for replacement cards – Scenic \$3.00 and Washington \$1.00. *Joy Dufraim made a motion to set the replacement card fee at \$2.00. JoAnn Schweissguth seconded the motion. The motion was approved unanimously.*

Non-Resident Fees

Existing Fines

Replacement Cards

Chris Brown presented information on the proposals received for the redesign of the library's website. Of the eighteen submissions, six were disqualified due to price. The remaining twelve were reviewed by the staff. Five finalists were selected and in-depth investigations were done. Following that the finalists were prioritized, with the Scorch Agency holding the top ranking. Chris Brown explained that the combination of cost, content management system, prior design experience and demonstrated interest in the project led to this decision. *Joy Dufraim made a motion to accept the bid from the Scorch Agency of \$10,000 to redesign the library's website and to authorize the board president to sign the final grant application. Bob Niebruegge seconded the motion. The motion was approved unanimously.*

Website Re-Design Proposals

Ken Rohrbach reviewed proposed revisions of the 2009 budget. Changes to the income section in tax revenue, equalization grant, and Athletes' & Entertainers' tax necessitated this revision. Corresponding changes in expenses were made. There was discussion of how to approach the revision in terms of funds forward and also the 2010 budget. *Christine Schmidt made a motion to adopt the revised 2009 budget reflecting income and expenses of \$2,337,022. Susan Richardson seconded the motion. The motion was approved unanimously.*

2009 Budget Revision

Information on a proposed TIF district in St. Clair was presented. Discussion followed on the project and it was felt that the library should send a copy of its statement on tax increment financing districts that was formulated in 2005. *Bob Niebruegge made a motion to send a copy of this statement to the City of St. Clair. Diann Wacker seconded the motion. The motion was approved unanimously.*

St. Clair TIF

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Ken Rohrbach reported that due to the way Christmas falls this year with Christmas Eve on Thursday and Christmas Day on Friday, the question of closing the libraries on Saturday, December 26<sup>th</sup> had been raised. The ramifications of having the libraries closed for this day were discussed. ***Bob Niebruegge made a motion to close the Scenic Regional Library branches on Saturday, December 26, 2009. Carol Bell seconded the motion. The motion was approved unanimously.***

**Christmas**  
**Closings**

***Carla Robertson 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: \_\_\_\_\_