

Scenic Regional Library
Board Minutes – May 17, 2016

Scenic Regional Library Board of Trustees met at the Union Branch on May 17, 2016; at 7:00 pm. Karen Holtmeyer presided at the meeting. Those attending the meeting were John Barry, Leonard Butts, John Cheatham, Kathleen Ham, Carol Leech, Bob Niebruegge, Susan Richardson, Paula Sutton and Diann Wacker. Carol Bell, Joy Dufraim and Carla Robertson were absent. Steven Campbell, Library Director, Dan Brower, Assistant Director, Brenda Allee-Bates, Business Manager and Human Resources Manager, Charlean Stockton, Administrative Assistant and Diane Disbro, Union Branch Manager was also present.

There were no public comments.

Public Comments

John Barry made the motion to approve the Minutes of the April 19, 2016 meeting. Diann Wacker seconded the motion. All voted Aye. The motion carried 10/0.

Approval of Minutes

Scenic Regional Library is under budget for the year and with well over 102% of revenue collected, which includes a small amount of funding from the state. Scenic Regional's budget year ends June 30th, 2016 and as of May 17th, 2016 74.03% had been allocated. Steve Campbell recommends approving the same budget used for the 2015-2016 fiscal year and then finalizing the 2016-2017 budget in October after the tax levy is set in September.

Financial Report & Transfer of Funds

Scenic Regional's total circulation is up 16.38% overall.

John Barry made the motion to approve the Financial Report. Susan Richardson seconded the motion. All voted Aye. The motion carried 10/0.

The Board reviewed the Librarians Reports.

Librarian's Reports

In August, the Library Foundation Board will have 5 vacancies due to terms expiring, with two in Franklin County and three in Warren county. Steve Campbell has been working to find a slate of possible Foundation Board members and hopes to have names for the next meeting. We have been working on a sponsorship webpage to allow patrons and businesses a way to bid for sponsorship of items for the future buildings. The foundation is going to take the lead on this, but we will work to make the public aware of the opportunity.

Scenic Regional Library Foundation Board

The library's bookmobile was struck by a car in Union on April 15, there were no injuries. After nearly four weeks, our insurance provider still had not determined whether or not the vehicle should be repaired or totaled. Once the determination has been made, it may be months before the bookmobile is up and running again. Unfortunately, the Summer Reading Program begins June 7th and the bookmobile is a vital part of that program.

Bookmobile Accident

A new bookmobile can cost anywhere between \$300,000-430,000. The library would have to accept bids for a new vehicle. Fortunately, we do have

funds in our reserves for a new bookmobile. Brenda Allee-Bates and Dan Brower have been in communication with another library system in Missouri, Boonslick Regional Library, about the possible purchase of their used bookmobile as a stopgap measure. John Barry feels it is a good idea and Susan Richardson agreed.

The Bookmobile had been using the LTE hotspot for their internet service, instead of the satellite, and it has been working well thus far. The LTE hotspot can be moved to a new vehicle, which would save an additional purchase. John Cheatham feels that we need to keep a bookmobile on the road, as the visibility advertises “our brand”. Dan Brower feels that we should take a look at our bookmobile service and what can be done to improve it, not discontinue it. Steve Campbell says we need to work out what service is necessary and make a decision based on that.

John Barry made the motion that Scenic Regional purchase the used bookmobile, whether the current bookmobile is deemed totaled or not, providing the cost stays within \$30,000-\$35,000. John Cheatham seconded the motion. All voted Aye. The motion carried 10/0.

Steve Campbell and members of Administration have a meeting with the architects scheduled for May 24th. On Friday, the 20th of May, Administration staff has plans to research furniture options with K-I Furniture representatives. In June, Steve Campbell will be attending ALA in Orlando, Florida to visit with 35 furniture and equipment exhibitors.

Building Project

Public forums that will allow the public to meet with our architects will take place the week of June 6-10, 2016, with each meeting scheduled to last one hour. (Do you want dates and times listed?)

Asbestos inspections were completed on the two buildings we purchased adjacent the St. Clair branch. The house was clear, as the owner said; however, the cinderblock building that housed the printing business did have asbestos tiles and insulation around some pipes. Before the buildings can be demolished, the asbestos needs to be remediated and re-inspected. \$1700 was quoted to eliminate the asbestos and the St. Clair Fire Department plans to burn the house down as a training exercise.

Steve Campbell was notified that the Hermann school district has a \$.50 tax increase on the August ballot. He doesn't feel that it is a wise idea to add our tax increase as he feels it will not pass.

Montgomery County Expansion

Union branch manager Diane Disbro visited Reykyjavik, Iceland, on vacation in April. During the trip she visited the city's library and met with the director, whom she presented with a small gift from Scenic Regional Library—a small piece of art work purchased from Astra Glass in New Haven for \$45.

Sister Library Initiative

The American Library Association encourages libraries to develop partnerships with libraries in other countries, called the Sister Library Initiative. It's fairly vague in its scope. The Reykyjavik library has approximately the same number branches as Scenic Regional; also has a

bookmobile; and serves about the same number of people At this time we've decided to pair members of our administrative staff with their administrative staff, exchange email addresses, and have staff ask questions about how their library operates. This is our only plan to work with the library in Iceland at this time

Scenic Regional was approached by an organization in Union, Bourbeuse River Clean Stream, about checking fishing rods and reels out at the library. Steve Campbell spoke with other libraries in rural Missouri and was told that the Missouri Department of Conservation provided rods and reels for their libraries as well. They said that the rods and reels do get borrowed regularly. Bourbeuse River Clean Stream will provide and maintain 5-6 rods and reels at the Union branch, along with small tackle boxes.

Bourbeuse River Clean Stream Rod and Reel Program

Scenic Regional will also provide instruction on fishing and conservation. Our attorney created a release form for patrons to sign when borrowing the rod and reels which will protect the library and Bourbeuse River Clean Stream from any liability and we will not be charged for any lost or damaged equipment.

Scenic Regional Library had a record-breaking book sale in April. The last book sale in the fall, brought in a then-record-high \$8,030. The spring book sale brought in an estimated \$10,450. Hermann, Union, New Haven, St. Clair and Pacific all had record totals. Including Sullivan, we saw a 30.1% increase.

Spring Book Sale

Scenic Regional still has several hundred boxes of donated and weeded books in storage in Union and Warrenton. A dozen pallets of books, 350-400 boxes, have been sent to a company in St. Louis called Thrift Books on May 6th. They pick up the books, sort them, and sell them online. After the cost of shipping and processing is deducted, the library and the company split the profit 50/50. Book Sales will not be replaced by this; it is simply a way of eliminating surplus books, while providing the libraries with more space.

Thrift Books

The Missouri State Historical Society completed the library's third digitization grant last month. All the newspapers in the library's district which are available on microfilm have now been digitized. The collection contains 300,000 pages of historical newspapers, including the *Missourian* from 1939-1965, which was added with the most recent grant.

Historic Newspaper Digitization Project

Currently, the *Gerald Journal* is being microfilmed by the Missouri State Historical Society. Once completed, Steve Campbell would like to have the newspaper digitized and added to the library's collection.

Steve Campbell explained that we would not be doing drawings for prizes this year. The banquet committee has asked if they could possibly purchase thank you gifts for the employees. After discussion, the board reiterated that they did not want money coming from the general fund to pay for these gifts. Steve has secured monies from several of our vendors to use for the thank you gifts.

Employee Appreciation Banquet Sponsors

**Augusta Louise
Smith Estate Funds**

The library was notified at the end of April that Norma Fay Adams Lott Flynn passed away. She was the sole heir (niece) of the Augusta Louise Smith Estate. In 1968, Augusta Louise Smith bequeathed 653 acres in western Warren County to her heirs; they sold the land. The heirs, including Ms. Flynn, could spend the investment income from the sale of the land, but not the principal. Once all the heirs were deceased, the Warrenton Municipal Library would receive the principal, which is currently \$241,000 minus any fees.

In the 1970's Ms. Flynn sued the Warren County Library. She claimed that the estate was willed to the Warrenton Library and the library forfeited the gift when it became part of the Warren County Library and Scenic Regional Library. The library won the case in 1977.

Ms. Flynn actually died in July 2014, according to an online obituary. For the past year and nine months, the trust has been in probate and they have been searching for additional heirs of Augusta Louise Smith.

Sallie Hancox has asked that we place a plaque in memoriam in the Warrenton Branch. Steve Campbell would like to see the money going to the Wright City branch in Warren County, and in turn filtering the Wright City money into the Owensville and New Haven building projects to increase their square footage. The money could be spread out over three counties, enlarging the three smallest branches.

(\$, not sure how much info you want to insert here.)

John Barry made the motion to accept the 11.5% increase using the trust and surplus, Susan Richardson. All voted Aye. The motion carried 10/0.

Paula Sutton made the motion to move into Executive Session. Bob Niebruegge seconded the motion. There was a roll call vote: John Barry—Aye, Leonard Butts—Aye, John Cheatham—Aye, Kathleen Ham—Aye, Karen Holtmeyer—Aye, Carol Leech—Aye, Bob Niebruegge—Aye, Susan Richardson—Aye, Paula Sutton—Aye and Diann Wacker—Aye.

The Board moved into Executive Session at 8:18 pm.

The Board returned from Executive Session at 8:33 pm.

There being no further business, Karen Holtmeyer adjourned the meeting at 8:58 pm.

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____

