

Scenic Regional Library
Board Minutes – March 27, 2018

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Union Branch in Union, Missouri on March 27, 2018 at 7:03 pm. John Cheatham presided at the meeting. Those attending the meeting were John Barry, Carol Bell, Leonard Butts, Kathleen Ham, Susan Richardson, Bob Niebruegge, Diann Wacker, Joy Dufrain, Paula Sutton and Carla Robertson. Board members Carol Leech and Karen Holtmeyer were absent. Steven Campbell, Library Director, Megan Maurer, Assistant Director, and Kjersti Merseal, Business Manager, were also present.

There were no public comments.

Public Comments

Paula Sutton made the motion to approve the Minutes of the February 20, 2018 meeting. Diann Wacker seconded the motion. All voted Aye. The motion carried 11/0.

Approval of Minutes

Director Steve Campbell discussed the revenue collection for the library district. To date, 96.5% of the revenue has been collected. Director Campbell went on to state that the library budget overall was in good shape. The second portion of the bond payment was made early and 70% of the budget had been spent.

Financial Report

Bob Niebruegge made the motion to approve the Financial Report. Susan Richardson seconded the motion. All voted Aye. The motion carried 11/0.

Director Steve Campbell provided the following updates to his report.

Librarian's Reports

Director Campbell shared that the new State Librarian for Missouri will be starting on April 9 and that future State Librarian Robin Westphal is a supporter of Missouri Evergreen.

The list price for the property in New Haven has been lowered and there is a showing scheduled for Friday, March 30. The realty company for the Union listing informed Director Campbell that there has been interest in the property, but there have not been any showings. The list price for the Union property is \$1.6 million. This price was derived from the appraisal of the administrative building of \$400,000 and the library branch of \$1 million.

Director Campbell asked John Barry to provide the board with information following his conversation with a Marthasville community member. Mr. Barry stated that he was approached by a former colleague about the possibility of a branch in Marthasville, as there was a committee forming to make this request/inquiry. Mr. Barry added that he asked his former colleague to share with the committee that at this time it was not financially feasible for the Library to place a branch in Marthasville. The town's population also did not warrant a branch at this time, but it would be something the Board would consider in the future. Board member Carla Robertson reminded the board that an express branch in Marthasville is something that had been discussed in the past and that there is income being generated from that area of the county.

The president of the Gerald area library reached out to Director Campbell also inquiring about the possibility of a branch. Director Campbell stated that he had told the library president that was not a possibility at this time. Additionally, he stated that the current population statistics show that Gerald has a larger population than Marthasville.

Director Campbell shared he had recently spoken with Representative Justin Alferman. Representative Alferman stated he was a friend to Scenic Regional Library and would not be introducing legislation to change the boundaries of the Scenic Regional Library and the Washington Public Library, although he had been approached by two or three people about the proposal. John Barry stated he felt it was a smart move to build the new Union location on Highway 47, as it is closer to the Washington school district border. Director Campbell stated that while it would be unprecedented to have this specific legislation introduced by any legislator, it could have wider impact than just in Franklin County.

The director of the Washington Public Library, Clair Miller, met with the city administrator in Washington regarding the contract between the two libraries. Director Miller shared with Director Campbell that she stressed how important the reciprocal agreement is and how it mutually benefits both parties and that she wants to keep the contract. Board member Carol Bell inquired about how much Scenic paid Washington Public Library last year and how the amount of money paid is determined. Director Campbell explained that if a Washington Library patron checks out an item at a Scenic Regional branch, the Scenic Regional Library receives 70 cents for that transaction; if a Scenic Regional Library patron checks out an item at the Washington Library, Washington Library receives 70 cents for that transaction. The amount paid in fiscal year 2017 was \$69,021.41. The amount paid in fiscal year 2018 was \$66,633.70.

Board member Carol Bell inquired about the Foundation Board vacancies. There will be two in Gasconade County and one in Warren County in June. Susan Richardson suggested Director Campbell post a notification in the library newsletter to try to recruit interested parties.

The Library's request for a sidewalk variance was rejected by the city of Union. Board member Susan Richardson inquired about the Highway 47 studies and if widening the highway would negatively impact the new location for the library. Director Campbell stated that it would not; as we are not allowed to build within a 40 or 50 foot setback from the highway.

Board member Leonard Butts inquired about the sidewalk at the new Sullivan location. Director Campbell stated that the city of Sullivan is paying for the sidewalk, but due to the sidewalk addition the Library is required to pay for a new storm sewer drain that will run underneath the sidewalk.

Director Campbell shared that there are currently 116 Books by Mail patrons.

There was no old business to discuss.

Old Business

Edward “E.J.” Rotert has requested to donate a piece of art to the Pacific branch. The metal giraffe sculpture is 18 feet tall and would be placed outside of the library. Board members Susan Richardson and Joy Dufrain both shared the opinion that it was dangerous because children would climb on it.

New Business-Art Donation

Leonard Butts made a motion to not accept the art donation based on liability issues for the library. Carla Robertson seconded the motion. All voted Aye. Motion carried 11/0.

Director Steve Campbell presented his recommendation for a library policy on mileage reimbursement. The policy was drafted after consulting the policies of libraries and other public entities. Director Campbell pointed out the statement detailing how mileage will be calculated when a staff member departs from home, as well as that damage to a vehicle, such as a flat tire, will not be paid by the library. The purpose of the policy is to codify practices already in place. Board member Carla Robertson inquired about the library’s insurance coverage, as she wanted to be sure the staff was protected when using their own vehicle. Director Campbell explained that employees driving in their own vehicles for library business were covered by the library’s liability insurance.

Mileage Reimbursement Policy

John Barry made a motion to accept the policy as provided. Bob Niebruegge seconded the motion. All voted Aye. The motion carried 11/0.

Director Steve Campbell requested the Board ban St. Clair branch patron Don McCrary from the library for one year. Director Campbell provided the Board with information on Mr. McCrary’s behavior and previous three-month ban. Board member John Barry inquired if the police will help the library to support the ban. Director Campbell said that the police in all our communities have been very helpful in removing banned patrons. Board member Paula Sutton inquired if Mr. McCrary had respected the previous ban. Director Campbell said “yes.” Board member Carla Robertson requested that Administration inform the police involved about Mr. McCrary’s behavior immediately, so that there is a record of a report. Board member Bob Niebruegge supported Ms. Robertson’s request.

Patron Ban Request

Bob Niebruegge made a motion to ban patron Don McCrary for one year. Susan Richardson seconded the motion. All voted Aye. The motion carried 11/0.

Director Campbell requested the Board approve new language for the Library’s Code of Conduct which grants the Library Director the ability to ban patrons up to, and including, a year.

Recommended Revision to Patron Banning Procedures

Joy Dufrain made a motion to approve the new language for the Library's Code of Conduct which grants the Library Director the ability to ban patrons up to, and including, a year, amended to include notifying the Library Board, as well as the local police when applicable. Paula Sutton seconded the motion. All voted Aye. The motion carried 11/0.

There being no further business, Board President John Cheatham adjourned the meeting at 8:00 pm.

Secretary

Approved: _____
President, Scenic Regional Library Board of Trustees

Date: _____