

Scenic Regional Library  
Board Minutes – February 16, 2021

Scenic Regional Library Board of Trustees met virtually via Zoom on February 16, 2021 at 7:00 pm. Board President Susan Richardson presided at the meeting. Board members attending the meeting were John Barry, Karen Holtmeyer, Linda Andrae, Paula Sutton, Kathleen Ham, Carla Robertson, Joy Dufraim, Michele Fehlings, John Cheatham, Robert Niebruegge, and Martha Lindsley. Library Director Steven Campbell, Assistant Library Director Megan Maurer, Business and Human Resource Manager Kjersti Merseal, and Administrative Assistant Erica Mosley also attended.

There were no public comments.

**Public Comments**

***Karen Holtmeyer made the motion to accept the January 19, 2021 minutes, including the minutes from the January 19, 2021 Executive Session, as written. John Barry seconded the motion. All voted Aye. The motion carried 10/0.***

**Approval of Minutes**

Director Campbell presented the Financial Report to the Board.

**Financial Report**

**Robert Niebruegge joined the meeting at 7:02 pm.**

Director Campbell pointed out that the interlibrary loan budget line, which is currently at less than 1% spent, will increase significantly when a lump sum check is paid to Washington Public Library for the reciprocal borrowing agreement.

Director Campbell anticipates ending the fiscal year with potentially 1-2% over budgeted revenue.

The two new digital resources Creativebug and Kanopy received some use when they went live, even before being publicized. Creativebug has had 13 views and Kanopy 61.

John Barry asked about attorney fees paid to Cincinnati Insurance Company. This was due to a settlement paid to a former job applicant who was hearing impaired but who had no customer service experience or other skills necessary for the position. The applicant sued the Library for discrimination. Without informing the Library, the insurance company settled and the Library had to pay the deductible and legal fees. Carla Robertson said the insurance company needs to do a better job communicating with the Library in the future. Director Campbell said he would discuss this with the library's insurance agent at their next meeting, and pointed out that Cincinnati Life is otherwise an excellent insurance company which provides the Library with extremely valuable free legal counsel on personnel matters.

***Paula Sutton made the motion to accept the Financial Report. Kathleen Ham seconded the motion. All voted Aye. The motion carried 11/0.***

A reporter from the Missouriian interviewed Director Campbell about the St. Clair branch's Community Garden. Hopefully the article will lead to good usage for the garden, which will launch this spring.

## Reports

### **Martha Lindsley joined the meeting at 7:30 pm.**

Director Campbell has been working with the Franklin County Homeless Task Force on hiring a social worker for the county to work with the homeless. He has been working with St. Louis Public Library to search for grant funding available for this project. The Task Force also plans to approach the city of Union and other municipalities in the County about contributing to the cost of the position.

Director Campbell asked the Board if they would be willing to help fund the social worker position if the individual operated at the library's branches.

The Task Force estimates a salary of \$40,000 plus benefits, which could make the total as much as \$65,000 a year. The Board discussed the implications of adding the individual to the Library's benefits, and how to avoid being responsible for paying unemployment if the position were laid off due to a future lack of funding.

Michele Fehlings supports funding the position and said it is a very important community effort. Linda Andrae said the Library is where homeless people go to warm up or use a computer, and is an ideal place for homeless outreach. Director Campbell said Library staff are not trained to deal with this situation and yet confront it daily, and a social worker on staff at the Library or working in partnership with the Library would be very beneficial.

Carla Robertson said \$40,000 is too low to attract quality applicants. She also suggested looking into funding through McKinney-Vento Homeless Assistance Grants. Director Campbell agreed, but said that was what the other members of the Task Force felt the salary needed to be.

John Cheatham asked about the status of the old Union branch building. Director Campbell said the Homeless Task Force is actually a potential buyer, because they have funds to purchase a property now that plans for a shelter in Washington have fallen through. The Union building is on their list of properties to research. However, he has not heard anything from them about a tour of the facility or information.

## Unfinished Business

## New Business

Director Campbell presented to the Library Board bids for replacement computers. He also requested that the library waive the advertisement requirement for the bids, due to a lack of local interest in the past.

## Computer Replacement Quotes

***John Barry made the motion to waive the advertising requirement in the Library's purchasing policy for the purchase of 35 new computers. John Cheatham seconded the motion. All voted Aye. The motion carried 12/0.***

***Paula Sutton made the motion to accept the bid from Liberty PCS for 35 new computers. Martha Lindsley seconded the motion. All voted Aye. The motion carried 12/0.***

## **RFID Quotes**

Director Campbell presented to the Board a proposal to implement RFID technology at the library. The proposal involves dividing the cost of RFID over the next two years (FY 2020-2021 and FY 2021-2022). This budget year, the Library will concentrate on tagging. Next budget year, security gates and other remaining items will be purchased.

Susan Richardson asked if RFID technology will shorten staff hours. Director Campbell said no. The branches are already thinly staffed. The increased efficiency of RFID will instead make it possible to perform tasks that until now staff have not had time to do, such as taking a full inventory.

The only other cost not included in the quote is the potential purchase of one to three additional inventory wands, to be shared system-wide. The Library will also have to continue to purchase tags for new items. This will add 11.3 cents to the cost of each new item (47 cents for AV items).

Martha Lindsley said this would be a good time to do RFID tagging, when foot traffic is slow in the branches and there is extra staff because of reduced service hours.

***Robert Niebruegge made the motion to accept the quote from Tech Logic for RFID equipment. John Barry seconded the motion. All voted Aye. The motion carried 12/0.***

Director Campbell plans to do a demonstration for the Board in the fall, once everything is tagged.

Director Campbell updated the Board on the pending litigation with JEMA. Dave Politte, the Library's attorney, called and said JEMA has offered to settle for \$92,500. Director Campbell asked if the Board is willing to settle for anything under \$150,000. John Barry, Linda Andrae, and Susan Richardson all said no.

Robert Niebruegge asked if the Library is a warming center, and if so, why it was closed on the coldest day of the year. Director Campbell said it is a warming center, but that the Library was closed due to extreme weather and staff was unable to drive to work to open the branches. He is not aware that any facility listed as a warming center is expected to be open 24 hours.

***There being no further business, Board President Susan Richardson Adjourn adjourned the meeting at 8:27 pm.***

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Secretary

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

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