

Scenic Regional Library  
Board Minutes – November 27, 2018

Scenic Regional Library Board of Trustees met at the Scenic Regional Library Pacific Branch in Pacific, Missouri on November 27, 2018 at 7:04 pm. John Barry presided at the meeting. Those attending the meeting were John Cheatham, Carol Bell, Kathleen Ham, Karen Holtmeyer, Susan Richardson, Bob Niebruegge, Carol Leech, Paula Sutton, Joy Dufraim, and Diann Wacker. Board members, Leonard Butts and Carla Robertson were absent. Steven Campbell, Library Director, Megan Maurer, Assistant Director, and Kjersti Merseal, Business Manager was also present.

Hermann resident and local business owner, Scott McGarrah, spoke to the Board regarding property he owns in the city of Hermann. Mr. McGarrah stated that he was made aware that the library was looking for property and he has three acres available near the middle school. Mr. McGarrah would like to help bring new things to the community and offer places for young people to go in Hermann. He stated he was open to selling land to the library or building to specifications of the library that could be leased back for purchase.

**Public Comments**

Paula Sutton entered the meeting at 7:10 PM

***Bob Niebruegge made the motion to approve the Minutes of the October 23, 2018 meeting. Carol Leech seconded the motion. All voted Aye. The motion carried 10/0.***

**Approval of Minutes**

Director Campbell made mention that the library district is 33% through the current fiscal year and is under budget. Additionally, revenue collection is trending as it has in previous years.

**Financial Report**

***Susan Richardson made the motion to approve the Financial Report. Carol Leech seconded the motion. All voted Aye. The motion carried 10/0.***

Director Campbell discussed the patterns and increases in circulation the library district is experiencing overall of 16.36%. Further, he stated that Sullivan and New Haven branches are seeing incredible growth in circulation, around 80% in both locations. Director Campbell believes that if these trends continue, the library district will see an overall increase in circulation of 25%. Additionally, there has been an increase in digital circulation; as well as the number of checkouts through the self-check machines, which is now around 20%.

**Circulation Statistics**

Joy Dufraim entered the meeting at 7:25 PM.

The Board reviewed the Reports.

**Librarian's Reports**

Director Steve Campbell provided the following updates to his report.

Director Campbell shared that all of the local fire departments will be assisting with the system wide fire drill on December 18. John Cheatham inquired about a tornado drill in the spring. Director Campbell stated that he

did plan to conduct a fire and tornado drill annually.

The meeting with the Lincoln County Library board has been rescheduled to January 17.

Director Campbell shared that BRiC Engineering has stated they are not going to do any more to resolve the HVAC issues in the new buildings. JEMA will be filing an insurance claim that will cover the costs associated with the installation of the electronic diffusers and dehumidifiers. Director Campbell stated that the issues with the HVAC will be resolved before spring, at no cost to the library district.

Director Campbell shared with the board that he had negotiated a price to purchase the former ALCO building in Hermann. The price agreed upon is \$445,000. Director Campbell had a resolution drawn up by the library's attorney to purchase the real estate, as well as make Campbell the signatory for the purchase.

**Old Business-**  
**Hermann Property**

Bob Niebruegge asked Director Campbell for his recommendation for moving forward with the purchase. Director Campbell stated while he did have reservations about purchasing a building that large, there are possible tenants and the library could making improvements to the building prior to finishing the inside. Director Campbell recommended that the library district purchase the building.

***Bob Niebruegge made a motion to approve Resolution No. 11272018 to purchase the property at 123 Bavarian Hills Plaza, Hermann, Missouri for \$445,000. Paula Sutton seconded the motion. All voted Aye. Motion carried 11/0.***

Director Campbell presented information to the Board regarding the possibly of erecting digital signage at some of the branches. Director Campbell had recently received a quote from Ziglin Signs of Washington, Missouri for a sign at the new Union location of \$40,000. Director Campbell also approached the city of Union about splitting the cost of the sign with the library. The sign would include a "Welcome to Union" statement at the top and "Scenic Regional Library, Union Branch" at the bottom. In the middle of the sign would be a large digital area, where both the city and the library could promote upcoming events and activities.

**New Business-**  
**Exterior Digital**  
**Signage**

Director Campbell stated that the City Council was open to the idea, but it would need to be added to their budget for the next fiscal year (July 2019). The Council did take action of a resolution to explore adding the money into their next budget.

Director Campbell added that the Friends of the Library in Union and Owensville are interested in contributing toward the cost of the digital sign, but neither group has the funds to complete the project.

Bob Niebruegge suggested that the Friends pay for what they can now and the library covers the rest of the cost, with the expectation that the Friends would continue to fundraise to cover the entire project.

John Cheatham added that he thought asking the Friends to cover 75% of the cost and the library covering the remaining portion would be a better avenue.

John Barry agreed that the Friends need a stepping stone, something to work toward.

***John Cheatham made a motion to cover the remaining portion of digital signage, with the Friends of the Library contributing 75% of the cost. Karen Holtmeyer seconded the motion. All vote Aye. Motion carried 11/0.***

***There being no further business, Board President John Barry adjourned the meeting at 8:40 pm.***

\_\_\_\_\_  
Secretary

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

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