

**JEFFERSON COUNTY LIBRARY
BOARD OF TRUSTEES, OCTOBER 17, 2006**

The Jefferson County Library Board of Trustees met in regular session at the Arnold Branch, 1701 Missouri State Road, Arnold, MO 63010 on Tuesday, October 17, 2006. Vice-President Phil Amato called the meeting to order at 7:00 p.m.

ROLL CALL OF MEMBERS

Board members present: Phil Amato, Paula House, and Sharon Reineri; quorum present. Staff present: Director Pam Klipsch; Assistant Director Karen Duree; Branch Managers Elizabeth Link and Cindy Hayes; Technology Coordinator Jay Manning; and JCL attorney Bianca Eden.

ACKNOWLEDGEMENT OF VISITORS:

Jo McCredie, artist for the Arnold history mural.

ACCEPTANCE OF AGENDA:

Reineri moved, seconded by House to accept the agenda; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

APPROVAL OF MINUTES

Upon motion by Reineri, seconded by House, the minutes of the September 19, 2006 regular Board meeting were approved as presented; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

PUBLIC PRESENTATIONS

Jo McCredie previewed her work on the Arnold history mural. It is not yet complete, and suggestions for additions were made by the board.

FINANCIAL REPORT: TREASURER

Reineri reported that \$500,000 in investments matured on October 23, 2006 for each subdistrict. \$300,000 was reinvested for the Northwest Subdistrict and \$500,000 was reinvested for the Fox-Windsor Subdistrict. House moved, seconded by Amato to approve the treasurer's report; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

ACTION ON BILLS

House moved, seconded by Reineri to approve disbursement of the Resolution Number R2006-10: Standard Bills; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

DIRECTOR'S REPORT

The re-sodding is done. Phil Amato reported that Butch Cooley said that it looks OK now. The next step will be to determine who will pay for the wall leak repairs.

\$8,885 has been collected for the history mural to be installed at the Arnold Branch, and the project is moving forward. Klipsch has contacted Directions in Design about printing the mural on wallpaper. The original price quote was \$6,750 now the quote is \$6,235. Maybe the most recent quote does not include shipping and handling. Amato asked Klipsch to find out how much it would cost to have a second copy of the mural made as a future replacement.

Tom Struckhoff of Jefferson College has agreed to work on the Arnold history video for little cost if Jeffco is allowed to air it on television. The video will be a maximum of 15 minutes. Both the wallpaper and the video should be completed by the 2nd anniversary of the Arnold Branch in May.

Klipsch spoke with Barbara Reading, Library Development Division Director for the Missouri State Library, about the Planning and Standards grant that JCL plans to submit. Reading said it sounded like the proposal was on track and had a good chance of being approved.

Klipsch reported on the bids for a consultant to perform a community survey for JCL. Two of the three bids were for phone surveys which Klipsch prefers due to lower costs and less chance for skewed results. She indicated the sample number of 400 in Dr. E. Terrence Jones' bid was too small to provide significantly reliable information for each branch library as well as the JCL system. Jones also has very little experience with public library surveys. Therefore, Klipsch recommended the bid be awarded to Opinion Research Specialists. Amato prefers that Dr. E. Terrence Jones be chosen as he is well respected in the St. Louis area.

The Northwest Branch will host a Bilingual Children's Programming Workshop being presented by the Missouri State Library.

Tumblebooks now offers audio-streaming of children's books.

JCL received thank you notes from (1) the Jefferson County Rescue Mission for the canned food donations as a result of Food for Fines and (2) Patti Christen of the Jefferson County Developmental Disabilities Resource Board for the library's willingness to work with clients that need to access the Network of Care.

ASSISTANT DIRECTOR/BUSINESS MANAGER'S REPORT

A written report was presented. Klipsch reported that JCL is waiting for AIM Solar Lighting to provide necessary certifications to MODOT before proceeding with the purchase of the of a solar streetlight for the Northwest Branch. An RFP for an ATM at the Arnold Branch has been sent out. The deadline to submit ATM bids is November 15, 2006. Since Byron was not in attendance, the 2007 budget will need to be considered at the November board meeting.

ATTORNEY'S REPORT

8.a. OTHER

A sidewalk on library property fronting on Missouri State Road may not be required since it is not in a residential area. The status of Missouri State Road may determine if this is correct. Amato mentioned the possibility of the city of Arnold applying for a sidewalk grant from MODOT through East-West Gateway Council. Eden will have Cochran Engineering contact Amato as they have assisted the city of Hillsboro in receive sidewalk grants.

A compilation of all of the costs associated with the wall leak repairs at the Arnold Branch will need to be prepared along with a statement of the facts surrounding the issue.

COMMUNICATIONS

None.

UNFINISHED BUSINESS

10.a.i. FOX-ARNOLD PROJECT—WALL LEAK

Issues relating to the wall leak were been discussed earlier in the meeting.

10.b. SOLAR LIGHTING

Issues concerning the solar lighting were discussed during the Assistant Director's Report.

10.c. ATM

This issue was addressed during the Assistant Director's Report.

10.d. ADOPTION OF 2007 BUDGET

Adoption of the 2007 budget was postponed until the November 2007 board meeting due to the absence of Bryon.

NEW BUSINESS

11.a. ACCEPTANCE OF COMMUNITY SURVEY BID

Amato directed Klipsch to contact Dr. E. Terrence Jones to get a revised bid for an increased sample size of 800. Amato moved, seconded by House to accept the bid of Dr. E. Terrence Jones and Telephone Contact, Inc. to perform a community survey with a sample size of 800 provided that the bid amount does not exceed the parameters of the LSTA Planning and Standards grants administered by the Missouri State Library; otherwise the bid will be awarded to Opinion Research Specialists, LLC; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

11.b. HOLIDAY CLOSINGS

Reineri moved, seconded by House to approve JCL closing on Monday and Tuesday, December 25 and 26, and Monday and Tuesday, January 1 and 2; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

11.c. OTHER SUCH MATTERS THAT COME BEFORE THE BOARD

Amato would like JCL to cooperate with Mideast Area Agency on Aging in helping seniors fill out the “circuit breaker” forms. MEAAA plans to train individuals including teachers to assist in filling the “circuit breaker” form. Perhaps the computer labs at the branches could be reserved periodically from January to April of 2007 to allow MEAA trained individuals to meet with and help seniors fill out the forms. Joyce Clark is the contact person at MEAAA.

ADJOURNMENT

Reineri moved, seconded by House to adjourn; by roll call vote, motion passed with three (3) in favor and none (0) opposed. Vice-President Amato adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Karen M. Duree
Assistant Director for Library Services