

**JEFFERSON COUNTY LIBRARY
BOARD OF TRUSTEES, JANUARY 22, 2008**

The Jefferson County Library Board of Trustees met in regular session at the Northwest Branch, 5680 State Road PP, High Ridge, MO 63049 on Tuesday, January 22, 2008. President Retta Tuggle called the meeting to order at 7:00 p.m.

1.a. ROLL CALL OF MEMBERS

Board members present: Retta Tuggle, Paula House, and Sharon Reineri; quorum present. Staff present: Director Pam Klipsch; Assistant Directors Debby Byron and Karen Duree; Branch Managers Cindy Hayes and Elizabeth Link; IT Manager Jay Manning; Technical Services Manager Jeane Tornatore; and JCL attorneys Jack Stewart and Bianca Eden.

1.b. ACKNOWLEDGEMENT OF VISITORS:

None.

1.c. ACCEPTANCE OF AGENDA:

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

2. APPROVAL OF MINUTES

Upon motion by Reineri, seconded by House, the minutes of the December 18, 2007 regular Board meeting were approved as presented; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

3. PUBLIC PRESENTATIONS

None.

4. FINANCIAL REPORT: TREASURER

\$300,000 in investments matured in each subdistrict. \$300,000 was invested at 2.1716% for six months for each subdistrict. \$500,000 was invested at 2.759% for three months for the Fox-Windsor Subdistrict. \$300,000 was invested at 2.759% for three months for the Northwest Subdistrict.

5. ACTION ON BILLS

House moved, seconded by Reineri to approve disbursement of the Resolution Number R2008-01: Standard Bills; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

6. DIRECTOR'S REPORT

Klipsch reported on cooperative efforts with the municipal libraries in Jefferson County.

A request for reconsideration was submitted by a Northwest patron for a juvenile book entitled My Brother's Keeper. She asked that the book be moved from the Juvenile area to the Teen area. Upon review, Klipsch concurred with this request. Reineri moved,

seconded by House to relocate My Brother's Keeper from the Juvenile area to the Teen area; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

The management staff will address security issues for the Jefferson County Library based on concerns identified during the recent Black Belt Librarian Workshop.

JCL has joined the Jefferson County Growth and Development Association, and Meredith McCarthy will be blogging the State of the County address by Chuck Banks sponsored by JCGDA on January 25, 2008 at the Holiday Inn Express in Festus.

A copy of information from Don Woods of the American Library Association concerning a report entitled "Libraries Connect Communities: Public Library Funding & Technology Access Study 2006-2007 Report" was distributed. There were 3 significant themes: technology is bringing more—not less—public library use; library infrastructure is being pushed to capacity; and libraries need more technology planning and dedicated technology support.

An email from Dr. Tom Guenzler, superintendent of the Jefferson R-7 School District, concerning progress on the establishment of a high school in that district was distributed. The high school issue will be on the ballot on April 8, 2008. If the high school issue passes, the district will address the idea of possibly having a joint county/school library in the facility.

Binders will be provided to JCL board members so that the packet of information for the board meeting may be kept in order.

The next regular board meeting will be held at the Arnold Branch on February 19, 2008 at 7:00 p.m.

7. ASSISTANT DIRECTOR/BUSINESS MANAGER'S REPORT

Byron requested that the March board meeting be rescheduled for March 25, 2008 to accommodate the presentation of the annual audit report. The meeting will be held at the Windsor Branch.

There are two parties interested in the Arnold coffee shop. Byron will meet with both of them next week. If both are acceptable, the board will need to decide which party will be offered a contract.

Whillock has purchased a motion activated solar light to install on the Northwest facility. Whillock met with the fencing companies about installation of a fence from the corner of the Northwest facility to the sewer treatment plant at the back of the building. Estimates ranged from \$2,000 to \$4,000. He is currently checking references for the fencing companies. The location of the fence will vary from the originally thought location due to terrain issues.

The Fox-Windsor Subdistrict received 1.5% less in railroad utilities in 2007, and the Northwest Subdistrict received 2.3% less in railroad utilities in 2007.

The preliminary financial report for 2007 has been distributed. It shows that \$250,000 less was spent than budgeted in 2007.

Reineri moved, seconded by House to dispose of a list of obsolete furniture and computer assets at the Windsor Branch to the Friends of the Library Windsor Branch; by roll call vote, motion passed with three (3) in favor and none (0) opposed.

8. ATTORNEY'S REPORT

8.a. INTERAGENCY AGREEMENT FOR SIGN

During negotiations with Matt Unrein, City Administrator for the City of Arnold, Stewart insisted on having a survey done of library property to locate the sign to be shared by the City of Arnold, Jefferson College and the Jefferson County Library. Unrein finally agreed to the survey. The terms of payment for the sign remain at 5 years for the library in the proposed agreement. There will not be a separate electrical meter for the sign as it will be connected to electrical service already existing under Astra Way to the library. The sign company will indicate electrical usage of the sign and each entity will pay 1/3 of the estimated electrical usage. If there is only one changeable display, then the provisions of 4.b. will need to be revised to establish policies/procedures for content. The Jefferson College board of directors will meet on February 14, 2008 and the City of Arnold city council will meet on February 7 and 21, 2008.

Phil Amato arrived at the meeting at 8:00 p.m. He said that he told Unrein that payback by the library over less than five years may be a deal breaker. Library can ask for five years and settle for four. Amato also said that Warren Signs should be contacted to provide answers on electrical usage, etc.

8.b. SIRSI SaaS CONTRACT FOR ILS MIGRATION

Stewart presented a First Addendum with suggested changes to the contract with SirsiDynix to migrate JCL's integrated library system to the SaaS hosted service. He enumerated several instances where the official name of JCL—Jefferson County Library **District**--should be substituted for Jefferson County Library. The First Addendum also reduces the interest on late payments to .75% per month from 1.5% per month; modifies the contract so that JCL's 3 separate buildings are treated as one library location; addresses the library's tax-exempt status; and changes the venue for interpretation, enforcement or breach of the agreement to the Circuit Court of Jefferson County, Missouri or the US District Court, Eastern District of Missouri in St. Louis as appropriate. The First Addendum will be forwarded to SirsiDynix for consideration. Reineri moved, seconded by House, to authorize Klipsch to sign the SIRSI contract unless SIRSI does not agree to the first addendum changes; by roll call vote, motion passed with four (4) in favor and none (0) opposed.

9. COMMUNICATIONS

9.a. MISSOURI STATE LIBRARY

None.

9.b. OTHER

None.

10. UNFINISHED BUSINESS

10.a. EXTERIOR SIGNAGE - ARNOLD

This was addressed earlier in the meeting.

10.b. OTHER

None.

11. NEW BUSINESS

11.a. NORTHWEST R-1 SCHOOL DISTRICT USE OF FACILITIES APPROVAL

Amato moved, seconded by House to approve the Northwest R-1 School District Use of Facilities agreement for the Health and Safety Fair on March 28-29, 2008; by roll call vote, motion passed with three (3) in favor, none (0) opposed, and one abstention by Tuggle.

11.b. REQUEST FOR RECONSIDERATION

This was addressed earlier in the meeting.

11.c. APPROVAL OF SIRSI SaaS CONTRACT FOR ILS MIGRATION

This was addressed earlier in the meeting.

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

None.

At 8:24 p.m., Amato moved, seconded by House to adjourn the regular session and enter into executive session as to the provisions of RSMO 610.021; subparagraph 3 and 13, for the purpose of discussing personnel matters. Voting in favor of the motion were Amato, House, Reineri, and Tuggle.

CLOSED MEETING; CLOSED MINUTES.

12. ADJOURNMENT

House moved, seconded by Reineri to adjourn; by roll call vote, motion passed with four (4) in favor and none (0) opposed. President Tuggle adjourned the meeting at 10:00 p.m.

Respectfully submitted,

Karen M. Duree, Assistant Director