



Springfield-Greene County  
Library District

## Springfield-Greene County Board of Trustees

January 20, 2026

### Board of Trustees Meeting Minutes

The Board of Trustees of the Springfield-Greene County Library District met on Tuesday, January 20, 2026, at the Library Center. The Trustees in attendance were: Aaron Jones, David Yancey, James Nevins, Mar'Ellen Felin, Rachael Morrow and Stacey Penney.

#### Call to Order

Aaron Jones called the meeting to order at 4:02 p.m.

#### Disposition of Minutes

December 16, 2025, Board meeting: Mar'Ellen Felin moved and Stacey Penney seconded that the minutes be approved. Motion was approved (6 yes, 0 no).

#### Report of Committees

- **Buildings and Grounds Committee**

- **FY2026 Capital Project**

Four bids were received for The Library Station (LST) Branch foyer and restroom remodel project and are being evaluated by the planning team. The Pavilion awning installation at The Library Center (TLC) was completed. Zoning and permit approval for the Friends of the Library shed were pending. The Bookmobile received new brake pads and rotors. Park Central Branch flooring needs replacing; however, the sub-floor may need to be replaced. The repair on the Midtown Carnegie Branch Library elevator resulted in voiding the existing maintenance contract with OTIS.

- **ARPA (American Rescue Plan Act of 2021) Updates**

The Library Center was awaiting the final shipment of furniture. The drive-through book return was under review due to ongoing functionality issues. Vehicles have been striking the return box when pulling up. Discussions continue on possible replacement of the fence and gate near the Buildings and Grounds. Discussions continue about installing an ADA-accessible ramp near the entrance of the Hatch Auditorium. The installation of the *Vistalation* sculpture at the Hatch Auditorium was completed. New exterior doors were in the process of being installed at the main entrance to The Library Center.

The old Republic Branch Library building was demolished. The drive-through was opened and staff are in place with the exception of two recently hired employees. The Republic Branch is scheduled to officially open to the public on February 2.

A motion was received from the Buildings and Grounds Committee to approve Change Order #3 on the Hatch Auditorium Project to increase the Guaranteed Maximum Price (GMP) by \$2,972 for lighting change for the Local History and Genealogy Display and decrease architectural fees by the same amount to cover the cost. The motion was approved (6 yes, 0 No).

A motion was received from the Buildings and Grounds Committee that the Board of Trustees approve the Memory Lab project for \$280,000 that is 100% funded by a donor. The motion was approved (6 yes, 0 no).

- **Finance and Personnel Committee**

- **Summary of Compensation, Classification & Benefits Report**

The McGrath Human Resource Group provided a presentation and draft report on the Compensation, Classification, and Benefits Analysis.

- **Financial report review - December 2025**

Ne vins reported that the Finance and Personnel Committee reviewed the December 2025 financial report. Expenses were reported at 46.5% of the budget year-to-date. Thus, expenditures were on track.

The Finance and Personnel Committee motioned to that the Board of Trustees to accept the final change order that recovers \$30,000 in liquidated damages and \$2,000 in a canceled maintenance agreement on the Midtown Project that reduces the Guaranteed Maximum Price (GMP) to \$3,943,423.64. The motion was approved (6 yes, 0 no).

- **Programs, Services & Technology Committee**

The committee received a presentation on “Learning & Development in the Library: An Overview of Staff Training” by Sarah Rosendahl, Human Resources/Training Associate. The program highlighted the training programs supporting staff development. A question was raised regarding the number of participants in the Leadership Pathway Program. Walton clarified that the training was broad and available across the library district and that a higher-level leadership training program was being developed for senior-level staff within the organization.

### **Institutional Advancement Report**

The Lipscomb family donated \$280,000 to establish a Memory Lab at the library to be named in honor of Cathryn Cox. The Memory Lab provides space for patrons to record or digitize memories and documents, convert tapes, and record family stories such as recipes and shared histories. The “Next Chapter Fund” annual campaign raised approximately \$12,000. The *Vistalation* sculpture installed at the Hatch Auditorium was completed by Sculpture Walk Springfield and funded by the Hatch Foundation. Funds were received from a community foundation donor to support the community fridge at Midtown Carnegie Library and Library Station. There were several gifts received for the Republic project, including a \$10,000 sponsorship from Terra and Dustin Dover to sponsor the Republic map in the lobby and the Giddens family sponsored a huddle room. A second-year \$5,000 gift to support the e-Library audiobook collection was received. A \$5,000 gift was received to support bookmobile services. A \$5,000 gift was received to support Midtown Carnegie Branch Library. The Mahjong fundraising event is scheduled for March 12. Sponsors are actively being sought. Two “learn-to-play” Mahjong nights were also planned as paid instructional events. Board Members expressed appreciation for the advancement efforts and reflected on the opening of Hatch Auditorium and the Midtown Carnegie Branch Library project. The Friends of the Library approved \$32,000 for furniture at the Library Station (LST) to furnish a conference room. A \$25,000 digitization grant was received from the Digital Public Library of America. Year-end gift acknowledgments were sent to donors. The number of donors doubled compared to the previous year.

### **Executive Director’s Monthly Report**

The ARPA project is coming to a close and the new facilities are becoming operational. The Hatch Auditorium was phenomenal, well located, and the result of significant staff effort. Staff are preparing the FY2026–2027 budget, along with a revised budget for the current fiscal year. He stated that preliminary budget information would be shared with the board at the February meeting. Legislative

issues continue to be a top priority. Proposed property tax bills were under consideration by the legislature which could result in a negative financial impact on the library district. The legislative team will continue to monitor and engage with legislators. Board members inquired about how the board could assist with the advocacy process. Walton responded that he would consider ways the board could provide support and noted that the library maintained strong relationships with legislators in Greene County. He added that, if appropriate, a conversation could be initiated with Rep. Darin Chappell, a strong advocate for eliminating property taxes in Greene County.

### **Unfinished Business**

Legal counsel advised that the library district should not seek a liquor license. When liquor was desired by a meeting room lessee, they should engage a vendor with a license to provide the liquor. The rental agreement received legal review and is not finalized.

### **New Business**

- **Accept Foundation Board Transfer of Gift Policy**

A motion from the Finance and Personnel Committee was received by the Board to approve the Foundation Board's Transfer of Gift Policy to receive in-kind gifts. The Motion was approved (6 yes, 0 No).

- **December 2025 Statistical Reports**

Since reopening the Midtown Carnegie Branch Library, traffic at the Library Station (LST) decreased, while usage at Park Central Branch increased. These stats indicate that patrons who normally used the Midtown Library had moved to the Library Station. A comprehensive report tracking traffic, circulation, and public computer usage will be presented at the next meeting. Of note, year-to-date circulation was 1.37 million, which continues to be below pre-Covid level and is consistent with industry trends. A question was raised regarding bookmobile usage, noting that its value extended beyond circulation of materials. Walton responded that reference questions were tracked separately from directional questions. He stated that he would review the available data and provide a report.

A question was raised regarding the usage of Library Express East and Library Express West, noting that in December 2025, total circulation for Library Express West was 121 items. Walton reported that technical issues had impacted usage and that the executive team had discussed concerns regarding the cost per use of these locations. He stated that the cost exceeded \$150,000 annually to operate the kiosks. The cost-benefit ratio is unfavorable.

A follow-up question was raised regarding the lease terms and the possibility of exiting the leases. Walton reported that both Express locations were mid-lease and included early termination clauses. Restoring each location to its original condition is required, which was estimated to cost between \$150,000 to \$200,000.

### **Adjournment**

Motion to adjourn was made by Stacey Penney seconded by James Nevins. The motion was approved (6 yes, 0 no). The meeting adjourned at 4:45pm.