Springfield-Greene County Board of Trustees

April 21, 2026
Board of Trustees Meeting Minutes

The Board of Trustees of the Springfield-Greene County Library District met on Tuesday, April 21, 2026, at the Hospitality Room, The Community Foundation of the Ozarks, 300 S. Jefferson Ave, Springfield, MO 65806. The Trustees in attendance were: Aaron Jones, Carol Anne Robinette, Christopher Bozarth, David Yancey, James Nevins, Mar'Ellen Felin, Melanie Weiler, Rachael Morrow and Stacey Penney.

Call to Order
Aaron Jones called the meeting to order at 4:00 p.m.

National Library Workers Day Comments
The Board observed National Library Workers Day, noting the theme "Find Your Joy." Recognition was given to library staff for their dedication and contributions to providing access to information and opportunities for the community. The Board acknowledged the essential role library workers play in serving diverse populations and supporting individuals who rely on library services. The Board formally expressed appreciation for the staff's efforts and accomplishments. A round of applause was given by the Board in recognition of all library workers.

Disposition of Minutes
Rachel Morrow made a motion and Christopher Bozarth seconded that the March 17, 2026 Board Meeting Minutes be approved. Motion carried (9 yes, 0 no).

Report of Committees

- **Buildings and Grounds (B&G) Committee**
  - **Meeting was held April 14, 2026**

    Motion: The Buildings and Grounds Committee recommends that the Board of Trustees accept the Substantial Completion Certificate - Republic Branch.
    Motion carried (9 yes, 0 no).

    Motion: The Buildings and Grounds Committee recommends that the Board of Trustees approve an increase of $39,536 to the owner's cost to cover the remaining furniture balance of $65,000 from reserve funds.
    Motion carried (9 yes, 0 no).

- **ARPA Project Updates**
  An update was received on ARPA-funded projects. Progress at the Republic Library was reported as ongoing. The ribbon cutting ceremony for the Republic Library was scheduled for June 1, with activities planned throughout the day.
  Improvements related to the TLC project were completed, including the installation of a third bollard near the book return and the addition of an extension sleeve to the book return chute. A minor issue with a fold in the drop-down screen was identified and was under evaluation for repair. Repairs to the Hatch Auditorium roof leak were completed.
  The Memory Lab Project document had been completed and formally signed since the previous meeting.

- **Finance and Personnel Committee**
  The survey link for the annual evaluation of the Library's Executive Director was distributed to all Board members. Members who had not completed the evaluation were requested to do so, and those who had not received the link were asked to notify the Chair of the Finance and Personnel Committee.

  No Finance and Personnel Committee meeting was held in April 2026. The Board reviewed the April financial statements during the earlier Board retreat.

  FY2026 Budget
  There have been additional changes to the previously approved revised FY2026 budget Additional income was recognized, including increases in Railroad and Utility Taxes and Surtax revenues, offset by a decrease in Financial Institution Tax revenue, resulting in a net surplus of $219,233. Additional expenditures were approved for insurance, computer hardware, and capital improvements, including shelving. There was also an increase in reserves. There was reallocation of Library Station (LST) Project funding from FY2026 to FY2027. The Board inquired whether any new information would affect the current budget. It was reported that no changes to the budget were anticipated at this time.
  A motion will be brought before the June board meeting for approval of the additional changes to the previously revised FY2026 budget, once actual figures are available.

  FY2027 Proposed Budget
  The FY2027 Budget was reviewed.
  Line 71 of the proposed FY2027 budget regarding computer hardware expenditures. Clarification was requested on the amount of $132,864, and it was confirmed that the figure was accurate and not a typographical error. The allocation was reported to include replacement and additional security cameras, as well as audiovisual upgrades to the Brentwood meeting room, in alignment with the strategic plan. It was further reported that recent efforts had focused on updating older technology, with the upcoming fiscal year prioritizing security and audiovisual improvements.
  Historical expenditures for computer hardware were noted, with $323,114 reported in FY2025 and $4,000 in FY2026. It was clarified that the computer hardware line encompasses a broad range of technology-related expenses.
  The Board inquired about budgeting for capital improvements. It was reported that planned capital building projects (Line 69) were budgeted at $100,000 for FY2027, compared to $584,954 in FY2026.

The Board discussed potential financial impacts should the ballot measure not pass, particularly in relation to funding the new compensation and classification plan. The total to implement the Compensation and Classification plan is approximately $500,000. Clarification was provided that reserve funds were available to address such needs. Additional clarification was provided that $387,000 had been allocated for the ballot initiative, along with $200,000 in associated expenses, and that these funds could be reallocated in the subsequent fiscal year if not utilized.
The Board reaffirmed its goal of maintaining reserve levels at 30%. It was reported that the current operational target for reserves was 10% to provide a cushion for financial fluctuations. Current reserve levels were reported at approximately 10.89%, with projections indicating an increase to approximately 14% by the end of the fiscal year.

Motion:
James Nevins made a motion to approve the FY2027 Proposed Budget. Stacey Penney seconded. Motion carried (9 yes, 0 No).

- **Programs, Services, and Technology Committee**
  The Programs, Services, and Technology Committee was approved to transition to a monthly meeting schedule.
  It was requested that regular agenda items include updates on the awareness campaign and ongoing Board training to support continued engagement and informed decision-making. Board members were encouraged to ensure monthly meetings were reflected on their calendars.

Institutional Advancement Report
A new trust had been established to support a specific need, with details to be shared first with the Library Foundation Board and subsequently with the Library Board of Trustees. Ongoing efforts in estate planning and donor engagement were also reported, with continued outreach to prospective donors.
Plans were reported to launch a campaign at the end of the summer. It was also reported that efforts were underway to expand outreach practices, including the acquisition of mailing lists, as is common among nonprofit organizations.
An online presence was being developed for the Annie Busch Endowment to honor her contributions to the library and to encourage donations to the fund.
Recent grant awards were reported, including funding from the Arts Council in the amount of $2,000 to support the Summer Reading Program and $5,000 from the Greene County Senior Services Board to support a large print book club, including services for individuals with dementia.
In March, the Foundation distributed $30,000 in grant funding to the District for designated expenditures and continued to provide consistent financial support. Additional restricted funding was noted, including $18,000 from a cultural arts endowment to support Parks Central programming, including First Friday Art Walk events, and $3,500 from the Annie Busch Fund. Ongoing efforts to secure additional grant funding and to grow the endowment were reported. Work was also underway to establish consistent unrestricted distributions.

Executive Director's Monthly Report
The Executive Director's report was received as included in the meeting packet.

The Executive Director would travel to Jefferson City to attend legislative meetings (Springfield District Day (State Capitol). The Executive Director was scheduled to participate in a committee hearing regarding proposed legislation that would allow library districts to implement a sales tax in addition to property tax. It was noted that the bill had passed the Senate and was under consideration in the House, where some opposition had been expressed. The Executive Director was invited to provide a presentation at the hearing.
The Board was informed that Kate Quinn, featured author for the One Read program, was scheduled to speak on Thursday. It was noted that tickets were required for attendance, and Board members were advised on how to obtain tickets.

New Business

- **Conflict of Interest Resolution**
  The Board reviewed the Conflict of Interest Resolution for 2026, as required to be approved every two years to make public the disclosure of potential trustee and employee conflicts of interest. It was noted that the most recent resolution had been approved in 2024.
  The Board approved the 2026 Conflict of Interest Resolution as presented in the meeting packet, with the addition of the Human Resources Director to the list of covered positions.
  Motion: David Yancey made a motion to approve the 2026 Conflict of Resolution document. Mar'Ellen Felin seconded. Motion carried. (9 yes, 0 no)

- **March 2026 Statistical Report**
  March Monthly Comparisons, March 2026 Board Report and March 2026 Raw Data were reviewed.

- **Board Member Recommendations**
  It was reported that several Board members were approaching the end of their terms, including Melanie Weiler, Rachel Morrow, and Stacey Penney.
  It was reported that Mar Ellen's term was scheduled to end in October, and action was proposed to adjust the appointment term to align with the fiscal year cycle. It was further recommended that she be reappointed to a first full three-year term as she was serving the unexpired portion of another member term.
  It was reported that James Nevins term would end in December 2026, and it was recommended that he be appointed to a full three-year term beginning at the appropriate time to maintain staggered term structure.
  It was reported that three Board vacancies existed, consisting of two county-appointed positions and one city-appointed position. It was noted that recommendations for appointment should be discussed with prospective candidates prior to submission, and applicants should be directed to apply through the Greene County or City application process as appropriate.
  Clarification was provided regarding the composition of the Board under Missouri law. It was noted that the number of trustees appointed by the city and county is determined by population, with the split (4/5 or 5/4) depending on which jurisdiction has the larger population. Trustees serve staggered three-year terms.

May Board Meeting Conflict
The May Board meeting date was rescheduled to May 20 due to the Springfield Daily Citizen award event honoring Annie Busch, which library staff and some Board members planned to attend.

Miscellaneous Items of Business
The proposed Board of Trustees meeting schedule for FY2027 (July 2026 through June 2027) was presented to the Board.
A suggestion was made to hold meetings at rotating library locations. The Board reached consensus that committee meetings for Buildings and Grounds, Programs, Services and Technology, and Finance and Personnel would continue to be held at The Library Center. It was further agreed that the Board of Trustees would hold quarterly meetings at other branch locations, to be determined.
The Board was informed that the Library would host *Good Morning Springfield* on May 14 from 7:30 a.m. to 8:30 a.m. Board members were invited to attend and were asked to confirm attendance in advance so that tickets could be reserved. Members were directed to contact Vickie Hicks for ticket arrangements.

Adjournment
Motion to adjourn was made by James Nevins; seconded by Carol Anne Robinette. Motion carried (9 yes, 0 no). The meeting adjourned at 4:55pm.