

Callaway County Library District Minutes, Meeting of December 14, 2010

Board members present were Mary Fennel, Tonya Hays-Martin and Mary Ann Beahon. Michael Luebbert and Terry Higgins were absent. Also present were Melissa Carr, DBRL Director, and Amanda Burke, Greg Reeves and Jim Smith, DBRL Staff.

Call to Order

Fennel called the meeting to order at 11:36 a.m. in the Friends Room of the Callaway County Public Library. A quorum of members was present.

Public Comment

There was no public comment.

Approval of Minutes

Fennel asked for changes or corrections to the minutes from November 11, 2010. Hearing no changes, Fennel declared the minutes approved as written.

Financial Discussion

Carr explained that Webber was attending the meeting as Chair of the Finance Committee. At the November 4 Finance Committee meeting, the subject of allocations was raised. Specifically, the committee had noted the approximately \$873,000 for capital projects for CCLD that is approved for 2011 and asked if each Library District's expenditures balanced with the revenue taken in over time. Carr and Fennel believed that this subject should be discussed within the CCLD so that the Trustees are aware of the current allocations and are not surprised if the subject is raised in the future. Carr noted that no one on the Finance Committee was interested in restricting each Library District's annual expenditures to their respective annual revenue. Webber added that this was not the first time the issue of allocation has been discussed by the Board, but because of the large output for CCLD capital projects in 2011, the Finance Committee members were curious about how future expenditures are predicted to be allocated. Carr stated that the library's capital investments must be cared for, and no Trustees had opposed the purpose of the 2011 CCLD capital expenditures. Trustees did inquire about the level of services allocated to a district that has lower revenue, however. The Finance Committee asked Smith to bring the last two years of allocation reports to the next committee meeting. CCLD has always paid direct costs and put money towards indirect costs such as services with region-wide application (e.g. deliveries, tech support, administration and bookmobile operations). Fennel said she thought the Finance Committee's questions were reasonable, friendly and purely to garner information. Beahon asked what could be done to increase revenue. Carr stated that it is important to remember that the Implementation Strategy and budget are both based on the library as one regional system. She gave three possibilities for raising revenue: UE may still build a new plant and generate increased tax revenue; CCLD could levy a higher tax rate via a ballot issue; and private donations could be increased. Carr suggested that this year, capital project expenses be taken out of funds held in Callaway County. Those funds are reported publicly by the county, which could look to voters like the library has a large amount of money and does not need an increased tax rate; however, those funds are regional funds. In response to a question from Beahon, Carr clarified that the reserves held in Callaway County are not earmarked specifically for CCLD projects. The funds are assets of the regional system and are simply held in Callaway County. Although a vote was not technically necessary, the Board thought that the record should show their approval of the new strategy to use the funds held in Callaway County.

ACTION: Beahon moved, Hays-Martin seconded using the regional money held by Callaway County to specifically fund the CCLD capital expenditures in 2011, along with CCLD's percentage of the on-going operating expenditures.

Webber asked if the roof or chiller replacement might be held off until a tax levy is on the ballot, so voters could be told how much such a capital improvement is needed. Carr replied that the roof must be replaced in the next year, but the chiller may hold out for another year. Fennel stated that she would like to see all of the planned capital improvements carried out as planned. Beahon asked how realistic it is that CCLD will need to levy a higher tax rate and how soon it will need to be done. Carr noted that space at CCPL is limited and we will continually have to rearrange services and collections to stay current with patrons' needs. She added that we will start a Strategic Property Study in 2011, starting w/Southern Boone County Public Library, and we can use the information from the study of CCPL to plan for a ballot measure. Currently, the next capital expense at CCPL planned for is carpet replacement in 2013-14. Beahon asked if there is any way to add on to the existing building. Carr said there may be, but that may not be the best plan to create a usable library space. Carr noted that no Trustees had asked to equalize allocations by moving services such as bookmobile stops out of a county that produces a lower percent of DBRL revenue. The direction from the regional contract is that service for each district should be equal. Fennel thanked Carr, Smith and Webber for attending and explaining the current situation.

ACTION: The motion passed unanimously.

Smoking Policy

Under current city ordinance, patrons of the library may smoke on library property if they are outside and 15 or more feet away from the entrance. Beahon asked Reeves how far from the doors are the benches on the south side of CCPL. Reeves responded that the benches are more than 15 feet from the door, but when it is raining the smokers tend to stand by the door for cover. He reported that he has not had specific complaints from patrons about smokers outside CCPL. Beahon asked if the people who smoke on the benches are library users, and Reeves said that he believes they are. Hays-Martin noted that the library is not just for the citizens of Fulton, but for the entire county. It was people within city limits who passed the recent ban on smoking inside workplaces. She would not like the library to be seen as unwelcoming to people who visit from out of town. Carr mentioned that, as Luebbert was uncertain if he would be able to make the meeting, he emailed her a message that was strongly opposed to any further restrictions in addition to the city regulations.

ACTION: Hays-Martin moved, Beahon seconded to table the topic. The motion passed unanimously.

Miscellaneous

Carr noted that Reeves has begun rearranging collections and services at CCPL to better serve the patrons, as directed by the 2011 Implementation Plan.

Public Comment

There was no public comment.

Adjournment

There being no further business, Fennel adjourned the meeting at 12:21 p.m.

Minutes recorded by Amanda Burke, DBRL Staff.