

**Callaway County Library District
Minutes, Meeting of August 24, 2011**

Board members present were Mary Ann Beahon, Mary Fennel, Tonya Hays-Martin, Terry K. Higgins and Mike Luebbert. Also present were DBRL Director Melissa Carr and staff members Elinor Barrett, Amanda Burke, Greg Reeves and Jim Smith.

Public Hearing

Hays-Martin opened the public hearing at 1:15 P.M. and invited comment from the public. No members of the public were present. Hays-Martin closed the public hearing.

Call to Order

Hays-Martin called the meeting to order at 1:16 P.M. in the Friends Room of the Callaway County Public Library.

Roll Call and Determination of Quorum

A quorum of members was present.

Public Comment

No members of the public were present.

Fennel entered the meeting.

Approval of Minutes

Hays-Martin asked for changes or corrections to the minutes from August 11, 2011. Burke noted that the approval of the July 14 minutes had been omitted from the August 11 minutes, and this would be amended. Hearing no further corrections, Hays-Martin declared the minutes approved as revised.

Election of 2011-12 CCLD Secretary

Hays-Martin stated that, per CCLD bylaws, the Vice-President and Warrant Officer cannot be the same individual. The Vice-President and Secretary can be the same individual.

ACTION: Luebbert moved, Higgins seconded the following changes to the 2011-12 slate of officers:

Vice-President:	Mary Ann Beahon
Secretary/Warrant Officer:	Mary Fennel

The motion passed.

Setting of 2011 CCLD Operating Tax Rate

Smith stated that the CCLD has the option to roll up from 19.54 cents per \$100 assessed valuation to 19.58 cents per \$100 assessed valuation. This would generate a total increase in revenue of approximately \$2,000.

Beahon asked if there is a consequence to not rolling up, and Carr answered that the twenty-cent base is not affected because this is a re-assessment year.

ACTION: Higgins moved, Beahon seconded setting the 2011 Callaway County Library District Operating Tax Rate at 19.58 cents per \$100 of assessed valuation. The motion passed.

Cost Allocation Fund Balance

Carr reported that the Finance Committee went over the annual Cost Allocation report at their last meeting and the committee members asked that the report be distributed to the Regional Board for the September 15 meeting. The committee also wanted the CCLD board to review this cumulative report before September 15. However, Carr stated that at the next Finance Committee meeting, the Chair plans to ask that the motion be rescinded that called for distribution of the Allocation Report to the Regional Board. Carr and Fennel agreed that the intent of the Finance Committee was to call attention

to the imbalance so everyone is aware of it and can prevent it from becoming a divisive issue.

The Board discussed raising awareness among Callaway County patrons of how they benefit from being part of a regional system. Carr suggested the board consider moving DBRL reserves out of the Callaway County account. Carr also noted that staff could investigate potential areas for savings to the CCLD.

Luebbert exited the meeting.

ACTION: Higgins moved, Fennel seconded moving the current balance with Callaway County to the DBRL account. The motion passed.

The board discussed bookmobile service in Callaway County and either eliminating or lessening the frequency of visits to some communities. Carr stated that a review of bookmobile use may be included in the 2012 Implementation Strategies.

Smith noted that CCLD does contribute toward indirect costs, which benefits the CLD and BCLD.

Carr suggested that the Public Relations department create a marketing plan for the CCLD, emphasizing what they get from the regional system. Beahon agreed with the idea; she and Reeves suggested the marketing materials show not only how the CCLD benefits from the regional system but also how the regional system benefits from the CCLD. Beahon noted that the Fulton Sun might publish some of the articles DBRL writes for publication in the Columbia Tribune. Carr said she would discuss the idea with Mitzi St. John. Carr said that the staff and trustees may need to attend more public meetings in the district to help disseminate key messages.

Beahon asked that the Development Coordinator look into grants to benefit projects in Callaway County. Beahon also suggested using volunteers as shelvers at CCPL, as is done at CPL. Carr noted that a staff member must coordinate those volunteers.

The board directed staff to look at potential areas for savings to the CCLD in both direct and indirect costs.

Carr and Hays-Martin summarized the strategies and actions that will be reported to the DBRL Board at the September 15 meeting. The CCLD Board: 1) rolled up their tax rate to the allowable limit, 2) discussed having Mitzi help with a marketing plan for Callaway and key messages on this topic so they can start the process of preparing for a tax increase when the climate is a bit better, 3) directed staff to move the funds held by Callaway County to the regional account, 4) directed staff to start developing a potential list of cost reductions for their discussion, 5) were okay with the concept of erasing the debt and then working to make sure the trend does not repeat itself, and 6) are hoping that the UE plant is built!

Carr said that she would meet with CCPL staff later in the year to discuss the current situation.

Miscellaneous

Higgins remarked on the potential for accidents due to the step stool under the water fountain in the CCPL hallway. Barrett said she would look into child-friendly step stools.

Public Comment

No members of the public were present.

Adjournment

There being no further business, Hays-Martin adjourned the meeting at 2:10 P.M.

Minutes recorded by Amanda Burke, DBRL staff.

Mary Fennel, Board Secretary