

**Columbia Library District  
Breakout Session Minutes, Meeting of November 15, 2007**

Board members present were Tom Richards, President; Susan Breyfogle; Rosie Gerding; Jim Loveless; David McDonald; MaryEllen Sievert; and David Webber. Marie Glaze and Lynn Hostetler were absent.

Also present were Elinor Barrett, Connie Bush, Kris Farris, Melanie Henry, Pat Kopp, Marilyn McLeod, Mike Mullett, Jim Smith, and Lauren Williams, DBRL staff.

**Call to Order**

Richards called the meeting to order at 8:12 p.m. in the Virginia Young Room of the Columbia Public Library.

**Public Comment**

There was no public comment.

**CY 2008 Operating Budget**

Richards commented that maintaining a fund balance so that reserves are available for maintaining facilities is particularly important to this board and for the Columbia building, which serves as the headquarters for the regional system. He said, for example, the HVAC system alone cost more than a million dollars. The board members discussed the difficulty of determining how much savings is enough, as well as explaining to the public that the library is being fiscally responsible and saving money for future repairs and furniture and equipment replacement. Smith said that the Finance Committee discussed meeting in 2008 to discuss the library's savings philosophy, including the current replacement cycle, and determine how much it should save for future capital improvements. He added that the committee might need outside help during this process.

The board discussed its current general practice of cash financing versus the philosophy of saving for emergencies and planning to borrow funds for other needs. Smith gave an example of another idea, saying that the Kansas City Public Library set up a separate building fund that they funded through depreciation of their current building, essentially allowing them to move money from their operating fund into the building fund. Richards said he agreed that it would be important to discuss all of these ideas and articulate the library's savings philosophy.

Gerding moved, McDonald seconded, approval of the CY 2008 Operating Budget. The motion passed.

**Miscellaneous**

There were no miscellaneous items to discuss.

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**Public Comment**

There was no public comment.

**Adjournment**

Sievert moved, McDonald seconded, to adjourn, and Richards adjourned the meeting at 8:20 p.m.

Minutes recorded by Lauren Williams, Executive Assistant.

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Board Secretary