

**Columbia Library District
Minutes, Meeting of October 16, 2008**

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

Also present were Melissa Carr, Director; and Elinor Barrett, Pat Kopp, Jim Smith, and Lauren Williams, DBRL staff; and Terry Higgins, DBRL Board President.

Call to Order

Richards called the meeting to order at 6:00 p.m. in the Virginia Young Room of the Columbia Public Library.

Public Comment

There was no public comment.

Approval of Minutes

Loveless moved, Hostetler seconded, to approve the minutes of August 14, 2008. The motion passed.

Director's Report

Carr said her items to report would be covered under the agenda item regarding parking lot banners.

Financial Reports of the Columbia Library District Capital Project

Smith said that after the parking lot banner project is complete, he estimates that there will be \$11,700 left in the Capital Project Fund. Smith confirmed that the expenditures for the banners have already been approved and that he hopes to have the fund closed by the end of the year.

Quarterly Building Fund Report

There were no questions on the Building Fund Report.

Unfinished Business

Parking Lot Banners – Richards announced that the city council approved the library's banner ordinance. Carr said that staff is ready to order banners. She stated that the banners will eventually need to be replaced due to normal weathering and wear, and at that point the library's logo can be added. Some board members suggested that

**Columbia Library District
Minutes, Meeting of October 16, 2008**

depending on the banner material, perhaps later the logo could be added to existing banners.

The board discussed the sample banner layouts included in the board packet. They discussed the benefits of keeping the layout simple and easy to read so that the banners catch drivers' attention and clearly say "library" but aren't a traffic hazard. In response to a question, Carr confirmed that the cost of 20 two-color banners is under \$2,000. She said that the banners would be 30 inches by 72 inches. After further discussion, the board reached consensus that they preferred a banner that included both "Columbia Public Library" and then in smaller print "Daniel Boone Regional Library," with the word "library" being the largest and most readable word on the banner. The board agreed that the ultimate design decisions should be left up to the staff.

In response to a question, Carr said she would find out when we expect the two additional poles to be installed. Barrett added that the library could go ahead and put banners on existing light poles prior to the installation of the additional poles.

New Business

North of Broadway Property Availability – Richards turned the meeting over to Gerding who acted as chair during discussion of this agenda item. Richards explained that his employer, First National Bank and the Landrum Company, owns a piece of property on the corner of Walnut and Garth. On this property are two houses (currently unoccupied) and a small office building that the bank has been using for storage. He said that this property is on the bank's list for disposal and he wanted to bring its availability to the attention of the board before the property goes on the market. He said that the bank is not looking to turn a profit on the sale of the land. In response to a question about how this land might be used, Carr said that the chances of acquiring other land adjacent to the library's current property is very low, and this property could perhaps be used for parking, for storage, or for housing a portion of support staff sometime in the future. In response to a question, Richards said that a past engineering study of the property concluded that it could be configured to hold 38 parking spaces and two means of egress not including the space occupied by the office building. In response to a question, he expressed the opinion that the bank might be agreeable to the library purchasing the property on the condition that the site be cleared of all structures in advance. He added that in addition to the cost of purchasing the property, there would also be a cost for finishing the lot to comply with storm water management rules even if the property were to be left vacant.

The board discussed the increased use of the Columbia building, the current crowding in the south lot and the increased use of the north lot. Barrett added that at the public input sessions in Ashland prior to the April 2007 election, the need for more parking at the Columbia building was mentioned numerous times.

**Columbia Library District
Minutes, Meeting of October 16, 2008**

ACTION: Glazed moved to direct staff to gather more information about the property at Garth and Walnut owned by First National Bank. Hostetler seconded the motion.

The board discussed how exploring such a purchase fits in with the long range planning process, and Carr added that the board would still need to discuss where the funds would come from, which entity would own the land, and other issues. She added that additional work would need to be done operationally to make sure that the lot would be secure for employees and others.

The motion passed with Richards abstaining.

Richards took over as chair for the remainder of the meeting.

Miscellaneous

Carr distributed a copy of an email Barrett sent to city council member Barbara Hoppe regarding the library's electricity use.

Public Comment

There was no public comment.

Adjournment

Richards adjourned the meeting at 6:45 p.m.

Minutes recorded by Lauren Williams, DBRL staff.

Board Secretary