

**Columbia Library District
Minutes, Meeting of January 15, 2009**

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

Also present were Melissa Carr, Director; and Elinor Barrett, Kris Farris, Jim Smith, and Lauren Williams, DBRL staff.

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

Sievert moved, Breyfogle seconded, to approve both sets of minutes from November 13, 2008. The motion passed.

Director's Report

Carr announced that the Friends of the Columbia Public Library (CPL) donation for 2009 will be \$82,000. She noted that the first Tuesday sales and the Tuesday cart sales combined brought in more money this year than the large weekend sales. Richards expressed his gratitude to the Friends and their tremendous support of the library.

Financial Reports of the Columbia Library District

Smith said that on page four of the December preliminary report the contingencies line shows just over \$10,000, but with the few projects currently planned and bills pending on the parking lot banners, in the final report this amount will be close to \$0. In response to a question, Smith said that most of the fund balance on page one is obligated for payables related to the banner project and other pending projects. Carr added that some of these remaining funds are being spent through directives on lighting and a bike rack for the CPL, as well as arbitrage fees.

Smith pointed out that the \$12,327 in interest reported on page two of the preliminary December Building Fund report could be reduced quite a bit for the 2008 year once the investments are adjusted to market value as required by GASB Statement 31.

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Election of Finance Committee Member

Richards explained that the board needs to replace recently resigned board member Marie Glaze as the CLD's representative on the DBRL Finance Committee. Carr explained that according to the bylaws, the CLD Board must elect a representative when either the current CLD Board president or the immediate past president cannot serve.

ACTION: Loveless nominated Rosie Gerding to serve as the CLD Board's representative on the DBRL Finance Committee. Sievert seconded the nomination. The board voted unanimously to elect Gerding as its representative on the Finance Committee.

North of Broadway Property Update

Carr reviewed DBRL's Real Estate and Acquisition Policy, saying that Richards will report to the DBRL Board that the CLD Board discussed the property again, and at a future meeting, should the CLD Board decide to do so, it could recommend to the DBRL Board that staff enter into negotiations with First National Bank to purchase the property. This recommendation ultimately would have to be approved by each district board because the acquisition of property and its maintenance costs would require a budget amendment. In response to a question, Carr said that regional funds would likely be used for this purchase. She added that no matter how the purchase is funded, the region would have to pay for ongoing maintenance and other associated costs.

Richards again disclosed his conflict of interest in this matter, as he is a party to the seller.

The board discussed requirements of the real estate acquisition policy regarding appraisals and how much the library can pay for real estate relative to its appraised value.

Barrett distributed a handout on the property and reported on its current state, the existing structures, and her meeting with engineers from Engineering Surveys and Services. At that meeting they discussed potential uses of the property and development and maintenance issues. Barrett said that if the library decided to purchase the property for use as a surface lot, it could hold between 38 and 41 spaces, depending on whether or not there were one or two driveways providing lot access. She highlighted potential maintenance costs if the land was purchased but not developed for use right away, including snow removal, mowing and weed control, signage, security, lighting, and storm water detention.

The board discussed whether there is a need for more parking, and Barrett said more parking at the Columbia facility was requested at the public forums held after the April 2007 election and during the current Long Range Planning process. Richards encouraged the board to think long-term and pointed out that usage of the facility continues to climb each year. Carr added that there is a very small likelihood that any property closer to the library will become available for purchase in the future. In response to a question, Barrett said that parking garages are very expensive compared to surface parking, and when this idea was explored in the past there was some public outcry. In response to a question, Barrett said that it would be

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desirable to purchase the land with the demolition of the existing structures already completed, but the board would need to decide whether or not to remove the existing asphalt.

Richards explained that the purpose of this discussion was to review the current information about the property then discuss the price in closed session. In open session the board can then discuss and decide whether or not to direct staff to gather more information. Barrett added that it would be useful to know whether the board was interested in developing the property relatively soon or letting it sit for a few years.

ACTION: McDonald moved to go into closed session concerning matters of real estate purchase as authorized under 610.021(2) RSMo. Sievert seconded the motion. Vote on the motion was taken by roll call. Breyfogle – yes; Gerding – yes; Loveless – yes; McDonald – yes; Richards – yes; Sievert – yes; Webber – yes. The motion passed.

The board went into closed session at 6:35 p.m.

The board meeting resumed in open session at 6:47 p.m.

The board discussed the current economic climate and concerns with such a purchase when other entities are making cuts. Sievert expressed the need to have a purpose in mind for the land, and Richards said he was hesitant to purchase the land and let it sit. He added that there might be issues with appearance and upkeep. Webber expressed the opinion that the board needs the following pieces of information to decide whether or not to pursue the property: an appraisal; estimated ongoing maintenance costs; and a list of potential uses for the property. Loveless said the board would also need to know the extent of demolition required. He suggested that the asphalt should be left until the board has a more definitive idea of the property's intended use. Carr explained that there would be some costs associated with gathering some of this information.

Loveless moved to direct staff to pursue ongoing consultations with First National Bank including a preliminary appraisal. The motion died for lack of a second.

Gerding moved, Sievert seconded, to recess the meeting until the conclusion of the DBRL Board meeting. The motion passed, and Richards recessed the meeting at 7:00 p.m.

Richards reconvened the meeting at 8:16 p.m.

The board discussed asking staff to prepare a recommendation and report on the property, including an appraisal. Carr said that if directed to gather this information, staff would likely bring this information back to the board piecemeal, providing information as it becomes available.

ACTION: McDonald moved, Sievert seconded, to direct staff to prepare reports on the property at Walnut and North Garth Streets, including recommendations for

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potential use, extent of demolition needed, estimation of maintenance needs and costs, and an appraisal of the property.

In response to a question, Richards confirmed that previous discussion regarding leaving the existing asphalt should be considered consensus for direction. Richards added that he was hesitant to do anything with the property in the short-term that would require a great expenditure of funds. The board discussed connecting consideration of this property to the Long Range Planning Team's work and how long the bank would wait for the board to make a decision. The board also discussed needing to deliberate a list of potential uses and timeframes for each of those uses, and Carr said that she could ask staff to brainstorm a list of uses and bring those to the board for consideration. Richards expressed the opinion that the final decision for the property's use would rest with the DBRL Board. Staff and the board discussed the need to expend funds for the appraisal and on some other possible professional fees, and Carr verified that she can approve regional expenditures less than \$10,000. She added that this board would continue to keep the regional board informed on this topic and that she would consult with the regional board president on expenses. The motion passed.

Building Update

Carr reported that she issued a directive to purchase a 9-bike bike rack for a cost of \$1,005. Barrett said that banner installation in the parking lots is underway, and Farris showed the board the new banners that will advertise Summer Reading.

Unfinished Business

CLD Bylaws – The board discussed the draft bylaws presented at the November meeting and included in the packet. To be consistent with the DBRL bylaws, members agreed that the CLD Board president, as ex officio member of any committee, should not have the right to vote.

ACTION: Webber moved, McDonald seconded, to adopt the new set of CLD Bylaws as discussed. The motion passed.

Public Comment

There was no public comment.

Adjournment

Loveless moved and Sievert seconded to adjourn. Richards adjourned the meeting at 8:40 p.m.

Minutes recorded by Lauren Williams, DBRL staff.

Board Secretary