

**Columbia Library District
Minutes, Meeting of April 16, 2009**

Board members present were Tom Richards, President; Sue Breyfogle; Rosie Gerding; David McDonald; MaryEllen Sievert, Jacob Thorne; and David Webber. Lyn Hostetler arrived during the Financial Report of the CLD Capital Project. Jim Loveless was absent.

Also present were Melissa Carr, Director; and Elinor Barrett, Kris Farris, Marlene Gile, Jim Smith, DBRL staff; Matt Kriete, Engineering Surveys and Services; Steve Smith, Williams Keepers LLC.

Call to Order

Richards called the meeting to order at 5:30 p.m. in the Virginia Young Room of the Columbia Public Library.

Public Comment

There was no public comment.

Approval of Minutes

Gerding moved, Sievert seconded, to approve the minutes of March 12, 2009. The motion passed.

Director's Report

Carr reported that she has been participating on the West Broadway Community Advisory Committee (CAC). She had attended two meetings and they have identified some issues and are prioritizing. The consultants are going to compile options to review at the next meeting. The committee's consensus was strong on design sensitivity to the neighborhood and maintaining smooth traffic flow, such as pedestrian/bicycle accommodation and safety and turning left off Broadway. Carr stated if the board has any questions or comments for the West Broadway Advisory group, they can contact her.

Carr reported the Columbia Image Award finalists will be announced within the next few weeks, and then the winner will be announced in September 2009.

Financial Report of the Columbia Library District Capital Project

Jim Smith reported that on page 9 of the March CLD Capital Project Fund the first line should read that cash increased from February to March, instead of decreased. He then went to page 10 and under the Revenue and other Financing Sources over (Under) Expenditures, Smith reported it should say \$4 revenue over expenditures. Smith reported the last task for the Capital Project is the additional lighting in the stacks on the second floor. Smith stated we are waiting for a few parts, and that the Library is on the Meyer

**Columbia Library District
Minutes, Meeting of April 16, 2009**

Electric schedule. This project is expected not to exceed \$6,000. Once this project is complete staff will bring a motion to the CLD to close the Capital Project Fund and transfer the remaining balance to the Debt Service fund.

Quarterly Building Fund Report

Smith stated there are no changes to the Quarterly Building fund.

North of Broadway Property Update

Carr referred the Board to the memo in their packet which contained cost estimates for a parking lot at Garth and Walnut. This estimate included the one-time construction and installation costs and projections for the ongoing maintenance costs. Barrett introduced Matt Kriete, with Engineering Surveys and Services, who developed the parking lot plans and cost estimates.

Smith passed around an updated cost estimation which included information received since the packet was mailed. Kriete reviewed the number of parking stalls and their size, and the costs which include all construction, sprinkler system, landscaping, fencing, security cameras, and banners.

Addressing a concern, Barrett stated that the library is up to code with the amount of handicap parking spaces already in place in the South lot. Barrett also addressed pricing concerns by stating the cost projections are based on very current information ESS obtained from recent bids and in some cases actual price quotes obtained by library staff, such as the pricing of the video surveillance system, irrigation system and landscaping. If the lot is not built in 2009, the cost estimate would need to be adjusted.

The board discussed the projected construction cost per parking space and compared it to the 2002 construction cost for the North lot. Kriete commented that the cost of asphalt alone has nearly doubled since 2001. The board reviewed the options likely to be available for any additional property in this neighborhood. In response to a question, Barrett explained that in the last two years, patrons have been using the North lot more and more.

In response to a question, Barrett noted that the lots adjacent to this site are mostly commercial. It seems unlikely that parking lot lights would bother the adjacent neighbors as most of them would be gone in the evenings. Barrett explained to the board that by adding more foot traffic to that area of the neighborhood, it may actually increase safety for businesses surrounding the lot. Barrett also let the board know she had spoken informally with staff and did not receive any negative reactions to staff parking at Walnut and Garth. She also shared that since the March meeting, she had received another patron complaint form about the library's current parking situation, and that parking lot complaints are the most common she receives. Smith stated in 2001 the library paid \$13,291 per space (not including inflation); current estimates are a cost of \$15,461 per space. Richards stated having this information helps to better put the cost in perspective.

**Columbia Library District
Minutes, Meeting of April 16, 2009**

The board discussed the fact that while this parking lot would not solve all of the parking problems, it would help immensely.

The board discussed the costs necessary to maintain the lot if the land was not developed.

In response to a question, Carr reviewed the funding sources that could be used if the board authorizes purchase of the property.

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

The board went into closed session at 6:20 p.m.

The board resumed in open session at 6:35 p.m.

The board continued to discuss their recommendations concerning the property at Walnut and Garth.

ACTION: Sievert moved, Webber seconded to recommend each individual library district board authorize the Director to negotiate for the purchase of the FNB property at Walnut and Garth and to prepare any necessary budget amendments for the ongoing maintenance and operational costs.

ACTION: Sievert moved, Hostetler seconded to recommend each individual library district board authorize the Director to proceed with plans to develop the FNB property at Walnut and Garth into a parking lot and to prepare any necessary budget amendments for the ongoing maintenance and operational costs.

Richards abstained from both votes, due to his conflict of interest.

2008 Audit Report

Steve Smith of Williams Keepers reported he presented the 2008 Audit Report to the DBRL Finance committee the previous week. Steve Smith stated it had been a clean audit and there was no need for any adjustments as everything had gone smoothly.

Unfinished Business

Sievert stated she would like to add the South lot to the next CLD agenda; particularly, what changes were made to help relieve congestion and whether they have achieved their purpose.

New Business

**Columbia Library District
Minutes, Meeting of April 16, 2009**

Richards appointed Hostetler to chair the Nominating committee. Richards stated they would work on filling in the rest of the committee and email the board with the final slate.

Carr reported she had attended the most recent Downtown Tax Increment Finance (TIF) commission. Mike Vangle of the Down Town Business District represents the Columbia Library District, as well as the Boone County Family Resources and the business district itself. There are currently two proposals being reviewed. One is the Tiger Hotel redevelopment and the other is the 10th Street and Locust project. An updated proposal can be found on their website. The next meeting is April 28th from 3-5 pm and they've set a public hearing for June 6th at 6 p.m. Carr stated if the board has any questions, or would like any questions asked, please let her know and she will relay the information to Vangle.

The CLD May meeting has been cancelled.

Miscellaneous

In response to a question, Barrett reported that the Lakota kiosk has been successful at selling their sandwiches, and that a new espresso machine had been purchased. Arrangements to get the espresso machine running are being made.

Public Comment

There was no public comment.

Adjournment

McDonald moved, Thorne seconded to adjourn. Richards adjourned the meeting at 6:55 p.m.

Minutes recorded by Marlene Gile, DBRL staff.

Board Secretary