

**Columbia Library District
Minutes, Meeting of August 20, 2009**

Board members present were David Webber, President; Julie Baka; Susan Breyfogle; Rosie Gerding; and Jim Jones. Tom Richards, MaryEllen Sievert and Jacob Thorne arrived after roll call. David McDonald was absent.

Also present were Melissa Carr, Director; Elinor Barrett, Jim Smith, and Marlene Gile, DBRL staff.

Call to Order

Webber called the meeting to order at 4:30 p.m. in the Training Center of the Columbia Public Library.

Public Comment

There was no public comment.

Approval of Minutes

The minutes of July 16, 2009 stand approved as presented.

Director's Report

There was no director's report at this time.

Financial Report of the Columbia Library District Capital Project

Smith referenced the July Capital Project report. He noted page one includes the balance of \$1,002 and everything has been paid for except the pending final arbitrage report. Smith stated that the "Current Projection" column amounts on pages 2, 3 and 4 were used to develop the budget amendment and record all the activity that has occurred since the last budget amendment. There were no questions.

Approval of Warrant for Debt Service

Smith explained that approval of this warrant would move money held by the City of Columbia into the library's checking account so the library's debt service payment could be made. The money is held with the City of Columbia to participate in the city's investment pool.

ACTION: Gerding moved, Jones seconded, approval of the Warrant for Debt Service.
The motion passed.

**Columbia Library District
Minutes, Meeting of August 20, 2009**

Preliminary CY 2010 CLD Debt Service Fund Budget

Smith reported that the Debt Service Fund Budget is a preliminary budget used to demonstrate the need for setting the tax rate. Smith stated that in 2009 we project the actual interest income will be less than the 2009 budget amount because of receiving lower interest rates. As a result, we used lower interest rates to estimate less interest income for the 2010 budget. If we maintain a tax rate of 22.5 cents per \$100 of assessed valuation, we estimate that we will have a fund balance close to a one year's worth of payment in reserve. The State Auditors Office recommends the library keep one year's worth of reserve in fund balance.

There was no public comment.

ACTION: Breyfogle moved to adopt the preliminary CY 2010 Debt Service Fund budget based on a tax rate of 22.5 cents per \$100 of assessed valuation. Jones seconded the motion, and the motion passed.

Setting of 2009 CLD Debt Service Tax Rate

Smith called the board's attention to the tax rate notice that lists the two tax rates that must be set. The Operating tax rate will be set after the board reconvenes. Smith commented that the preliminary 2010 Debt Service Budget was discussed illustrating the need to set the tax rate at 22.5 cents per \$100 of assessed valuation, which is recommended by staff. Smith stated that this rate remains the same as last year's. Carr noted the tax rate is down from 33 cents per \$100 of assessed valuation in 1999.

ACTION: Baka moved, Breyfogle seconded, to approve setting the 2009 Debt Service tax rate at 22.5 cents per \$100 of assessed valuation. The motion passed.

2009 Capital Project Fund Budget Amendment

The proposed 2009 Capital Project Fund budget amendment was sent in the packet. Smith stated that the first few pages explain the adjustments to the budget, which is attached to the back. Smith said this makes official the changes we have accumulated in the projection column on the monthly reports. Carr clarified that these funds have already been expended and this is the final budget amendment, except for the final arbitrage report, which we are still waiting on.

ACTION: Gerding moved to adopt the proposed 2009 Capital Project Fund Budget amendment. Thorne seconded the motion, and the motion passed.

CY 2010 Building Fund Budget

Smith stated the budget message was sent in the packet with the budget attached to the back. Smith said that the board will be voting on the final budget for the Building Fund, because currently DBRL only budgets to receive interest income and no expenditures are

**Columbia Library District
Minutes, Meeting of August 20, 2009**

requested. This tax was last levied in 1998 and we no longer receive tax revenue, however we do maintain a balance that earns interest. Carr explained this fund ended in November 1998 and was later replaced with the Capital Project fund. CLD Board of Trustees previously decided to keep this account to serve as a back up for a rainy day.

There was no public comment.

ACTION: Thorne moved to adopt CY 2010 Building Fund Budget. Gerding seconded.
The motion passed.

Carr clarified that the Tax Increment Financing (TIF) will impact the Operating and Debt Service Fund revenue, however not in 2009. The information provided by the city shows we will receive money from the personal property tax that should offset the decrease in real estate property tax.

Miscellaneous

Barrett requested CLD use funds they control with the DBRL Foundation to provide funding for a condition assessment of the sculptures Cypher and La Columba. It would be wise to know what is causing the rust before painting over it. Barrett talked with Marie Hunter from the City of Columbia Office of Cultural Affairs who gave an excellent reference for two local art assessors, Bob and Marianne Marti, from California, MO. They are well known both in the United States and overseas. They will ascertain where the rust on Cypher is coming from and recommend the best way to remove and restore the structure. Barrett is asking for funds not to exceed \$1,500 for the assessment of Cypher and La Columba. She stated she would like the project completed before winter. If it is possible, staff will repair Cypher at no additional cost.

ACTION: Sievert moved to approve using Miscellaneous and Sides funds held by the DBRL Foundation in an amount not to exceed \$1,500 for the condition assessment of Cypher and La Columba. Baka seconded. The motion passed.

Recess to DBRL Board Retreat and Meeting

Jones moved, Sievert seconded, to recess at 4:55 p.m.

Reconvening of Meeting

Webber reconvened the meeting at 8:15 p.m.

Roll Call and Determination of Quorum

Board members present were David Webber, President; Julie Baka; Susan Breyfogle; Rosie Gerding; Jim Jones; Tom Richards; MaryEllen Sievert; and Jacob Thorne. David McDonald was absent. Also present were Jim Smith and Elinor Barrett, DBRL Staff.

**Columbia Library District
Minutes, Meeting of August 20, 2009**

Preliminary CY 2010 DBRL Operating Budget

The board discussed the library's practice of giving across-the-board raises. Richards requested that before the final budget, staff provide information on the financial impact of the new initiatives that are part of the Strategic Plan implementation, particularly whether each expense is a one-time or recurring expense. In response to a question about the facility energy assessment, Smith said that he anticipated a report would be ready in time for the final budget.

Public Comment – There was no public comment on the preliminary CY 2010 DBRL Operating Budget.

ACTION: The Finance Committee recommends adoption of the preliminary CY 2010 DBRL Operating Budget. The motion passed unanimously.

Setting of the 2009 Columbia Library District Operating Tax Rate

There was no public comment on the proposed 2009 Operating Tax rate.

ACTION: Sievert moved, Jones seconded, to set the 2009 Columbia Library District Operating Tax rate at 29.71 cents per \$100 of assessed valuation. The motion passed unanimously.

Miscellaneous

There were no miscellaneous items to discuss.

Public Comment

There was no public comment.

Minutes recorded by Marlene Gile and Elinor Barrett, DBRL staff.

Board Secretary