

**Daniel Boone Regional Library  
Minutes, Meeting of March 9, 2017**

**Call to Order, Roll Call and Determination of Quorum**

Susan Daly called the meeting to order at 6:00 p.m. in the Friends Room of the Columbia Public Library (CPL).

Daniel Boone Regional Library (DBRL) Board members in attendance were: Julie Baka; Dorothy Carner; Daly, President; Mary Fennel; John French; Phil Harrison; Tonya Hays-Martin; Lynn Hostetler; Jean Howard; Brouck Jacobs; Michael Luebbert; Kate Markie; August Nielsen; Pat Powell; Brian Warren; Khaki Westerfield and Bill Young. Lisa Groshong and Gena Scott were absent.

Also in attendance were strategic planning consultant Maureen Sullivan, PULL Fellow Sarah Colbert, DBRL Director Melissa Carr, and staff members Elinor Barrett, Amanda Burke, Betsy Collins, Patrick Finney, Melanie Henry, Patricia Miller, Ronda Mitchell, Greg Reeves, Angela Scott, Jim Smith, Mitzi St. John and Lauren Williams.

**Public Comment**

There were no members of the public in attendance.

**Approval of Minutes**

Daly noted an error in the February 16, 2017 minutes: the new wording for signs posted at CPL was incorrectly recorded.

ACTION: Luebbert moved, Powell seconded approving the minutes of February 16, 2017 with the noted correction. The motion passed.

**Committee Reports**

French stated that the Finance Committee met prior to the Regional Board meeting and heard from the staff members from Williams-Keepers who will be conducting this year's audit. They presented the board with the audit letter of engagement.

Smith noted that the City of Columbia may not have its investment interest report to DBRL in time for Williams-Keepers to finalize the audit report for the April DBRL board meeting, when it is typically presented. The audit may be presented at the May meeting if the information is not received in time.

Carr added that the audited financial statements are normally included in the April edition of "About Your Library," and may be printed with the notation "unaudited" if the City report does not arrive in time.

**Old Business**

**Strategic Planning – Community Conversations:** Sullivan stated that she has briefly reviewed the 108 Community Conversation Survey responses and the answers appear to correlate with the information gathered at the in-person Community Conversations. She reviewed some of the themes that are emerging, which include:

- The community appreciates that DBRL solicited community feedback for this Strategic Planning process;
- The Columbia community would like CPL to host "difficult discussions" centering on topics such as race relations;
- DBRL is seen as a valuable organization region-wide;
- Libraries are an important component of a good quality of life;

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- DBRL must reach out to patrons and “go to where they are”;
- DBRL must try to engage poor and rural residents;
- DBRL should play a role in strengthening civil discourse;
- DBRL should strengthen partnerships with businesses, schools, social services agencies and the University of Missouri;
- DBRL must keep up with current technology;
- DBRL should be a part of the effort to curb fake news consumption;
- DBRL should provide diverse programming and educational opportunities that let people follow their own learning paths; and
- DBRL should provide opportunities to gain citizenship skills.

Carr noted that on Friday, staff will receive an orientation from Sullivan before breaking into small groups and spending the majority of Staff Day considering major themes and what the library might include in the next Strategic Plan to address the needs of the community. From the staff’s work, a work group will organize draft goals and bring them to the Board for consideration.

In response to a question from Hays-Martin, Sullivan stated that a difference was seen in the nature of Callaway County versus Boone County communities.

Sullivan reviewed some trends and challenges faced by libraries nation-wide, including sustainable finances and buildings, strengthening community partnerships, librarianship in the digital age, preserving digital assets, and potential loss of federal funding/organizations.

Carr stated that, in total, DBRL staff and/or Sullivan spoke to 260 people at public meetings and 218 people at private organization meetings, as well as receiving information from 108 public surveys and 35 staff surveys. In addition, Carr and Barrett have conducted one-on-one meetings with a few community leaders whose organizations have recently done surveys of their own.

Strategic Planning – Mission Statement: Sullivan led the Trustees in brainstorming “phrases with life” that speak to the core of DBRL’s mission.

Sullivan, Barrett and Miller exited the meeting.

Financial Policies:

**ACTION:** Young moved, Howard seconded taking from the table financial policies 2-730 (Board of Trustees Membership, Conference and Travel Expenses) and 2-750 (Real Estate Acquisition). The motion passed.

Smith reviewed suggested changes to the three policies under consideration, noting that Policy 2-714 (Staff Travel, Conference and Training Expenses) contains edits to reflect procedures relating to online trainings and reimbursement of professional fees.

**ACTION:** Powell moved, Howard seconded approving policies 2-714 (Staff Travel, Conference and Training Expenses), 2-730 (Board of Trustees Membership, Conference and Travel Expenses) and 2-750 (Real Estate Acquisition) with the suggested edits. The motion passed.

New Business

There was no new business.

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**Miscellaneous**

There was no miscellaneous business.

**Public Comment**

There were no members of the public in attendance.

**Staff Comments/Announcements**

Carr congratulated Nielsen on Veterans United Home Loans making Fortune Magazine's list of the 100 Best Companies to Work For.

Carr congratulated Young on his author talk and book signing, held the previous evening at CPL.

**Board Comments/Announcements**

Daly reminded the Trustees that a board meeting has been called for March 16 at 6:00 p.m.

**Adjournment**

Daly adjourned the meeting at 6:54 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

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Board Secretary