

**Daniel Boone Regional Library
Minutes, Meeting of June 15, 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) and welcomed new Callaway County Library District (CCLD) Trustee, Jen Meyerhoff.

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

Also in attendance were Amanda Schultz of Williams Keepers, DBRL Director Melissa Carr, and staff members Elinor Barrett, Amanda Burke, Betsy Collins, Patrick Finney, Melanie Henry, Sarah Howard, Ronda Mitchell, Nathan Pauley, Greg Reeves, Angela Scott, Mitzi St. John and Lauren Williams.

Public Comment

There was no comment from the public in attendance.

Minutes

Daly asked for corrections or changes to the open and closed session minutes from May 11, 2017. Hearing none, she declared both sets of minutes approved as written.

Committee Reports

Finance Committee: Hays-Martin stated that the auditors presented their reports to the committee on June 8. The committee approved a motion recommending the DBRL Board of Trustees approve the 2016 DBRL Audit Report.

Schultz said that the auditors have given an unmodified, or clean, opinion on the DBRL financial statements. The auditors found no deficiencies or weaknesses in internal controls. She noted that two new accounting standards were implemented during this audit.

ACTION: The motion came from the Finance Committee recommending the DBRL Board of Trustees approve the 2016 DBRL Audit Report. The motion passed.

Schultz exited the meeting.

Monthly Reports

Director's Report and Comments: Carr thanked Jim Smith, Diana Buckner, Ayona Weaver and the DBRL department managers for their work resulting in a clean audit again this year.

Carr reminded the board that the City Council meets on Monday, June 19 at 7pm to make a decision on the unification. At this time, the item is on the consent agenda. Carr invited the Trustees to the council meeting to show support for the unification. If the City Council approves the ordinance consenting to the unification, the Boone County Commission will meet on Thursday, June 29 at 1:30pm to consider the matter. All Trustees are welcome to attend that meeting, as well.

Carr reported that construction at Grant Elementary will cause Garth Avenue between the two CPL drives to be closed on June 26, 27 and 28 from approximately 7am to 3pm, weather permitting.

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Carr announced funeral services for former CCLD Trustee Larry Nolte, who served from 2001-2008. A title will be selected in his honor and marked with a bookplate before being added to the collection. Carr noted that Mr. Nolte originated the idea of bussing in area second graders to tour DBRL library facilities.

Carr distributed Summer Reading notebooks to the board, printed with a Victor Hugo quote on the cover. The notebook will be given away to patrons throughout the summer.

Carr reminded the Trustees that they may submit mileage forms for the first six months of 2017 if they wish.

Carr thanked Daly for her service as DBRL Board President over the past twelve months and presented her with a certificate of appreciation from the staff. Daly was applauded by the Trustees and staff in attendance.

In response from a question from Daly, Carr reported that Circulation Department Manager Finney is working on securing a new location for the Hallsville Library-To-Go. The book drop is still in place at the old location (the former Pit Stop). Finney noted that Circulation Department staff, with help from Technical Services Department Manager Pauley, worked to identify and contact Hallsville Library-To-Go users and make sure those patrons could receive their materials by other methods.

Service Report: Carr noted that an important consideration with patron comments, as reported in the Service of the Month, is that staff members frequently turn initial complaints into compliments. In response to a question from Hostetler, Carr said that there was no prevailing theme to the ten complaints registered regarding the collections.

District Reports

Columbia Library District: Harrison reported that the CLD met prior to the regional meeting and elected officers for the remainder of 2017:

President:	Kate Markie
Vice-President:	John French
Secretary/Warrant Officer:	Phil Harrison

The district board also voted to have Ken Pearson of Boone County Family Resources (BCFR) as representative for the CLD, BCFR and The District on the current TIF Commission, which will consider a project related to The Broadway hotel.

The board heard from engineer Matt Kriete of ESS on options for the scope of work related to repairing the south staircase and correcting the grade of a portion of the south parking lot. Kriete discussed the potential of adding to the accessibility of the south entrance while the lot is under repair. The board asked Kriete to return with further information and will meet in July to approve a scope of work.

Finally, the CLD board approved the 2017 budget for funds raised by the Friends of the Columbia Public Library.

Committee Reports

Contract & Bylaws Committee: Powell stated that the committee met on June 5 and carefully reviewed potential changes to the documents. The committee approved a motion stating their

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agreement with the status of the documents with proposed changes. Carr said that it is important to have the documents ready for the board, with its new structure, to consider at the January 2018 meeting. Powell reviewed the document page by page with the Regional Board. Powell thanked the committee and noted that they were great to work with.

Nominating Committee: Harrison stated that the committee met on May 5 and approved recommending the following slate of officers, which was reported first at the May 11 Regional Board meeting:

President:	Mary Fennel
Vice-President/Secretary:	Khaki Westerfield
Warrant Officer:	Bill Young

No further nominations were made from the floor.

ACTION: The proposed slate of officers comes as a motion from the committee and does not need a second. The slate was approved unanimously.

Old Business

The board reviewed the current draft 2018-2020 Strategic Plan, including draft Goals. The Trustees suggested edits for the next draft.

New Business

One Read Book Discussion: The Trustees expressed interested in holding a Board book discussion again this year. Carr said that hardcopies will be made available to the Trustees at the July board meeting.

Miscellaneous

In response to a question from Carner, Carr stated that DBRL has already offered several programs related to the 2017 solar eclipse. Howard noted that upcoming programs include events specifically for kids. Carr said that DBRL staff will add the library's information to the Columbia Convention and Visitors Bureau's site, which is amassing information about eclipse-related activities.

Public Comment

There were no members of the public in attendance.

Staff Comments/Announcements

Williams announced that *One Read* author Angela Flournoy will speak in Columbia on September 27.

Board Comments/Announcements

Daly announced that Mike Luebbert has agreed to participate in a short reception in his honor, which will likely occur prior to an upcoming board meeting.

Nielsen asked the board to look out for an email from the consulting firm Bradbury Miller Associates. The email will include a link to a survey regarding Trustees' preferences for the next Director. Nielsen added that Jobeth and Dan Bradbury will visit DBRL on July 13-14 and attend the next regional board meeting.

Carner noted her recent visit to the Chattanooga Public Library and described its maker space.

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Nielsen described his recent visit to the Boulder Public Library.

Powell described her recent visit to the Roanoke Public Library where she spotted a fun slide in the Children's Area.

Daly thanked the Board for selecting her to serve as Board President for the past year and said that Carr has been a great Director to work with.

Adjournment

Daly adjourned the meeting at 6:59 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

Board Secretary