

**Daniel Boone Regional Library  
Minutes, Meeting of June 14, 2018**

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

Mary Fennel called the meeting to order at 6:00 p.m. in the Friends Room of the Callaway County Public Library (CCPL).

Daniel Boone Regional Library (DBRL) Board members in attendance were: Dorothy Carner; Taylor Cudd; Fennel; Phil Harrison; Tonya Hays-Martin; Lynn Hostetler; Jean Howard; Kate Markie; August Nielsen; Pat Powell and Brian Warren. Susan Daly, Lisa Groshong and Khaki Westerfield were absent.

Also in attendance were DBRL Executive Director Margaret Conroy; and staff members Elinor Barrett, Amanda Burke, Patrick Finney, Kirk Henley, Melanie Henry, Sherry McBride-Brown, Ronda Mitchell, Nathan Pauley, Greg Reeves, Jim Smith, Mitzi St. John and Lauren Williams. Conroy welcomed Henley to his first meeting as a manager.

Conroy presented Hostetler with a certificate of appreciation from the staff to mark his retirement from the Board of Trustees. A book of his choice will be added to the collection in his honor. Fennel added her thanks for his service and everyone in attendance gave him a round of applause.

**Public Comment**

There were no members of the public in attendance.

**Minutes**

Fennel asked for corrections or changes to the minutes from May 10, 2018. Hearing none, she declared the minutes approved as written.

**Monthly Reports**

Director's Report: Conroy said that it is interesting learning about the *One Read* program and how it is coordinated. She believes the community will be enthusiastic about September's activities, as she is already hearing positive feedback from patrons who have read the book.

Conroy also noted that she had a great time at the Laurie Berkner concert on June 1. There was a great turnout and kids were dancing in the aisles. The Missouri Theatre staff complimented DBRL staff on how well the event went.

Financial Report: There were no questions on the report.

Service Report: There were no questions on the report.

**Service Spotlight**

Conroy introduced McBride-Brown, who discussed Summer Reading activities in Callaway County. Adult enrollments in Summer Reading have increased this year. Staff have signed up several patrons on outreach visits to locations including the Fulton Soup Kitchen and the Fulton Senior Center. Staff have been working with the Fulton Stream Team and the Columbia Lapidary Club to create displays and programs. Books on rocks, gems and minerals are flying off the shelves. Children are very excited to participate in checking out and hiding a rock for others to bring back to the library for a prize. People of all ages are enjoying rock-painting, and a recent program on geodes had 35 attendees.

McBride-Brown also noted the upcoming Fulton Street Fair, at which the Bookmobile will be present for "Touch a Truck." She expressed her thanks for allocating a passenger van to Callaway County outreach activities and said it has been very helpful and great PR for the library.

August Nielsen entered the meeting. McBride-Brown exited the meeting.

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**Human Resource Policies**

Henry reviewed suggested changes to Policy 1-324 (Funeral Leave) for clarity and proper grammar, and to Policy 1-330 (Leave of Absence Without Pay) for clarity and to delete all occurrences of the phrase “lost time.” No changes were suggested for Policy 1-327 (Citizenship Leave).

In response to a question from Howard, Henry said that the definition of family is undefined in Policy 1-324 as staff members’ families differ widely. Henry noted that, in spite of this, the policy is not abused by staff members.

Conroy noted that the terminology “lost time,” used internally by DBRL staff, is not as accurate as “unpaid leave.” Markie suggested a further edit to the first sentence of Policy 1-330.

**ACTION:** Powell moved, Hays-Martin seconded approving all three policies with the suggested edits.

In response to a question from Hays-Martin, Henry stated that she does not know what the rationale is for a limit of 48 hours of Funeral Leave per calendar year for a full-time employee. Conroy noted that, if the limit became an issue, an employee could use vacation leave or be authorized to use other leave accumulation or unpaid leave on a case by case basis.

**ACTION:** The motion passed.

**Callaway County Library District Report**

Howard reported that the CCLD Board met prior to this meeting and considered a proposal by realtor Marty Wilson for DBRL to rent a renovated space in Holt Summit. The vote did not pass, as there is no money in the Operating Budget to fund the proposed branch. Conroy passed around a copy of the proposal.

Howard also reported that the CCLD voted on officers for 2018-19.

**Nominating Committee Report**

Hays-Martin reported that the Nominating Committee met on May 29 and developed the following slate of officers:

President	Khaki Westerfield
Vice President	Jean Howard
Secretary	Kate Markie
Warrant Officer	Mary Fennel

Hays-Martin said that she received no further nominations by email. There were no further nominations from the floor.

**ACTION:** The slate was recommended to the Regional Board by the Nominating Committee and does not need a second. The motion passed.

Hays-Martin thanked the other Nominating Committee members for their service.

**Other Business**

There was no other business.

**Public Comment**

There were no members of the public in attendance.

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**Staff Comments/Announcements**

There were no staff comments or announcements.

**Board Comments/Announcements**

Powell reported that she and her husband attended a great program about Lewis and Clark in Rocheport, held in Rocheport. Williams noted that the program was proposed and developed by Librarian Eric Schmeck, and 47 people attended. Finney added that he facilitated the 2017 Community Conversation in Rocheport and the attendees were enthusiastic about having programs in their town.

Markie reported that a friend who attends Rotary was impressed by Conroy's recent presentation about the many services DBRL offers.

Hays-Martin stated that she attended the May 24 webinar on "Building a Culture of Learning with Library Boards." She reported that DBRL is doing many things right. She got some great ideas to make continuing education a more formal part of Trustee service.

Fennel thanked the board for electing her to serve as President for 2017-18, and said she enjoyed it. The Trustees gave Fennel a round of applause.

**Adjournment**

Fennel adjourned the meeting at 6:26 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

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Board Secretary