

**Callaway County Library District
Minutes, Meeting of August 16, 2018**

Board members present were Jean Howard, President; Taylor Cudd; Mary Fennel; Tonya Hays-Martin and Brian Warren.

Also present were DBRL Trustees Dorothy Carner, Susan Daly and Kate Markie; Seth Wolfmeyer of the Jefferson City News Tribune; DBRL Executive Director Margaret Conroy; and staff members Elinor Barrett, Amanda Burke, Melanie Henry, Jim Smith and Mitzi St. John.

Call to Order

Howard called the meeting to order at 5:45 p.m. A quorum of members was present. Cudd was absent from the meeting prior to the recess.

Public Comment

There were no comments from the members of the public in attendance.

Approval of Minutes

Hearing no additions or corrections, Howard declared the minutes of June 14, 2018 approved as written.

Holts Summit Library Letter of Intent

Howard passed out copies of a letter of intent submitted by developer Marty Wilson. Conroy noted that this offer waives the cost of rent for two years. The third paragraph includes language about changes that will occur in the third year, by which time DBRL will need to have a funding solution in place to continue operations.

Conroy stated that, if the board agrees to the new proposal, a detailed lease agreement will be drawn up that clearly outlines roles and expectations.

In response to a question from Warren, Conroy stated that the full board will not vote on this letter of intent but will vote to release funding for the project.

ACTION: Howard moved, Warren seconded accepting the “Letter of Intent” from the Holts Summit Community Empowerment Foundation, agreeing to provide library services at 188 W. Simon Boulevard in Holts Summit.

Howard stated that the contract with the Holts Summit Community Empowerment Foundation needs to be very detailed and exact.

Conroy noted that Holts Summit City Administrator Matt Harline will be present for a portion of tonight’s meetings.

ACTION: The motion passed with a vote of 4-0.

Recess

As provided for on the agenda, the board recessed at 5:53 p.m. The board resumed business at 6:44 p.m.

Cudd was present for the remainder of the meeting.

2018 Operating Budget Amendment

Howard called for and heard no further discussion on the budget amendment.

ACTION: The motion came from the Finance Committee recommending approval of the 2018 Operating Budget Amendment. The vote was taken by roll call: Cudd – yes; Fennel – yes; Hays-Martin – yes; Howard – yes; Warren – yes. The motion passed.

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Preliminary CY 2019 DBRL Operating Budget

Howard called for and heard no further discussion on the preliminary budget.

ACTION: The motion came from the Finance Committee recommending approval of the Preliminary CY 2019 Operating Budget. The vote was taken by roll call: Cudd – yes; Fennel – yes; Hays-Martin – yes; Howard – yes; Warren – yes. The motion passed.

Other Business

There was no other business.

Adjournment

There being no further business, Howard adjourned the meeting at 6:46 p.m.

Minutes recorded by Amanda Burke and Greg Reeves, DBRL staff.

Board Secretary