

**Daniel Boone Regional Library
Minutes, Meeting of July 11, 2019**

Call to Order, Roll Call and Determination of Quorum

Brian Warren, President, called the meeting to order at 6:00 p.m. in the Meeting Room of the Holts Summit Public Library (HSPL).

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

Also in attendance were Holts Summit resident Marty Wilson, DBRL Executive Director Margaret Conroy and staff members Amanda Burke, Melanie Henry, Sara Henry, Ronda Mitchell, Nathan Pauley, Abbey Rimel, Angela Scott, Jim Smith, Mitzi St. John and Lauren Williams.

Public Comment

There was no comment from the member of the public in attendance.

Minutes

Warren asked for corrections or changes to the minutes of June 13, 2019. Hearing none, he declared the minutes approved as written.

Monthly Reports

Director's Report: Conroy distributed the updated roster of board contact information and circulated a thank you card from Sherry McBride-Brown. Conroy reminded the Trustees that the MLA conference will be held in Kansas City this fall and the board members are welcome to attend. Conroy circulated images of two Peter Chinni prints that have been donated to DBRL. Chinni sculpted La Colomba and died earlier this year.

Conroy thanked Howard and Kimura for attending the ALA Annual Conference. She noted that two of DBRL's adult collections librarians also attended the conference and gathered information on the e-book and e-audiobook industry's attempt to change to a "metered model" of licensing for libraries, wherein licenses would renew every 24 months and circulation levels would not be a factor. This is not an attractive model for libraries and staff will be watching for further developments.

Financial Report: Smith reported that total tax revenue remains on track for 2019. Smith also stated that library vehicle maintenance is now expected to be more than the budgeted amount by the end of 2019; however, other lines are expected to come below budget, offsetting the overage. In response to a question from Conroy, Smith stated that the maintenance costs have mainly been for work on the Community Bookmobile.

Service Report: Conroy reported that circulation is still strong and in-person visits continue decreasing. Hays-Martin congratulated staff on the increased amount of service provided through outreach vehicles. Conroy thanked Rimel for her work in that area.

Service Spotlight: Sara Henry reported on use of Callaway County Services, stating that the HSPL is growing as a community hub. Patrons regularly state how much they love the library and need it in the community. The most common request is for more open hours. In the first four months of service, HSPL staff have made 500 new library cards and 1,200 people have attended programs. Henry would like to provide more outreach to Holts Summit senior living

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centers and other segments of the community. At the Callaway County Public Library (CCPL), staff have reorganized a room on the second floor to serve as their passport office, and this has provided the added benefit of more meeting/study space for patrons. Hays-Martin complimented Henry on the improved look of the reference desk.

Board Reports

Callaway County Library District: Hays-Martin reported that the CCLD board met on June 13 following the regional meeting and approved the proposed edits to the DBRL Contract and CCLD Bylaws. The district then elected officers; Hays-Martin continues as President for the 2019-20 board year. The board then had an initial discussion about putting a tax levy on the ballot for Callaway County voters in 2020. Hays-Martin noted that the discussion will continue at the CCLD meeting following the current meeting.

Trustee ALA Reports: Howard said that she attended several sessions about libraries reaching out to serve diverse segments of the community, including a session on both Alzheimer's prevention and working with people diagnosed with Alzheimer's. She also attended a session on cooking programs that help with language, culture and reading. Howard praised Sonia Sotomayor's address. Kimura agreed with that assessment and noted that Sotomayor said that the library was a sanctuary for her during a difficult childhood. Kimura also enjoyed George Takei's address, which touched on how some of the darker parts of American History are not widely known. Kimura attended sessions about fundraising and millennials, as well.

Old Business

2019 Objectives and Tactics – 2nd Quarter Report: Conroy said that the majority of the projects staff have been working on are those for which groundwork was laid in 2018 and services started in early 2019. Conroy said that both Book Rover and the Book Bike are helping the library get out into the community. The passport application service is very successful. Conroy reminded the board that 2019 marks DBRL's 60th anniversary, and St. John is planning some events for later in the year.

Carner praised DBRL's outreach work and noted that she is amazed that the library could do so much without adding staff. The board gave the staff members in attendance a round of applause.

New Business

Finance Policies: Smith stated there are no substantive changes proposed for the three policies up for review. The suggested edits are all for the purpose of clarification.

ACTION: Powell moved, Harrison seconded approving Policies 2-702 (Capital Outlays), 2-703 (Receipts) and 2-706 (Approval of Contracts, Invoices and Purchasing) with the suggested edits. The motion passed.

Other Business

There was no other business.

Staff Comments/Announcements

Williams invited the board to participate in the State of Inclusivity Conference, which will be held in August in Columbia. Conroy will send out the registration link to the Trustees.

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Board Comments/Announcements

Warren reported that he used the passport services at CPL following the June board meeting and it was a great experience. The staff was friendly, professional and careful. Conroy thanked Scott for her work training the staff and setting up the physical space.

Kimura and Powell relayed compliments recently received from friends about DBRL services.

In response to a question from Kimura, Sara Henry said that the bike rack in front of HSPL has been temporarily removed and will be reinstalled when the parking lot work is finished.

Nielsen noted his satisfaction in seeing a library in Holts Summit, which is near where he grew up.

Fennel recommended *The Book Woman of Troublesome Creek* to the group, noting that the book is about library services, prejudice and more.

Closed Session

ACTION: Fennel moved, Nielsen seconded entering Closed Session concerning matters of personnel, as authorized under RSMo 610.021(3). The vote was taken by roll call: Carner - yes, Cudd - yes, Fennel - yes, Groshong - yes, Harrison - yes, Hays-Martin - yes, Howard - yes, Kimura - yes, Markie - yes, Nielsen - yes, Powell - yes, Warren - yes and Westerfield - yes. The motion passed.

Adjournment

There was no further business in Open Session. Warren adjourned the meeting at 6:55 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

Board Secretary