

**Daniel Boone Regional Library
Minutes, Meeting of June 11, 2020**

Call to Order, Roll Call and Determination of Quorum

Jean Howard, President, called the meeting to order by Zoom video conference at 6:01 p.m.

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

Also in attendance were DBRL Executive Director Margaret Conroy and staff members Elinor Barrett, Amanda Burke, Kirk Henley, Melanie Henry, Sara Henry, Sarah Howard, Mandy McConnell, Nathan Pauley, Angela Scott, Jim Smith, Mitzi St. John and Erin Swearngin.

Public Comment

There were no members of the public in attendance.

Minutes

Howard asked for corrections or changes to the open and closed session minutes of May 14, 2020. Hearing none, she declared both sets of minutes approved as written.

Monthly Reports

Director's Report: Conroy reported that, not only did DBRL's levy increase in Callaway County pass, all library levies on Missouri ballots on June 2 passed.

Conroy introduced Erin Swearngin, who was hired as a youth librarian on April 1 after acquiring her MLS. Swearngin has worked at DBRL since 2013, first as a library assistant in Circulation and lately as a library associate in Public Services.

Conroy reported that Carner and Daly have been reappointed by the Boone County Commission and Anderson and Winter are expected to be reappointed by the end of June.

Financial Report: Smith reviewed the May 2020 financial statement and noted that although Callaway County revenue is below the amount received by this time last year, he anticipates it will be at budget or slightly above by the end of the year due to the new tax levy. In addition, he is now expecting total 2020 expenditures and revenue to be in line by the end of the year.

Service Report: Conroy stated that the library buildings opened on June 3, so library visits will be reported in next month's report. She noted the large increase in use of digital branch materials compared to May 2019.

In response to a question from Howard, Conroy noted that staff are working on developing online programming for September related to this year's One Read title, "A Gentleman in Moscow." A virtual presentation by author Amor Towles has been scheduled.

Callaway County Library Board Report

Howard reported that the CCLD met earlier this day and elected the following district officers for the 2020-21 board year: President – Taylor Pendleton; Vice-President – Mary Fennel; Secretary/Warrant Officer – Debra Winter.

Nominating Committee Report

Markie reported that the Nominating Committee met on May 29 and developed the following slate of regional officers for the 2020-21 board year: President – August Nielsen; Vice-President – Taylor Pendleton; Secretary – Andrea Kimura; Warrant Officer – Jean Howard.

**Daniel Boone Regional Library
Minutes, Meeting of June 11, 2020**

Howard asked for further nominations from the floor and heard none.

ACTION: The motion to elect the above slate of officers came as a motion from the DBRL Nominating Committee and did not need a second. The motion passed unanimously.

New Business

Strategic Planning: Conroy reported that staff are still addressing how the pandemic is affecting services, as well as working on items identified in the 2020 areas of focus. If the staff are able to devote time to strategic planning this year, there are funds in the budget for a strategic planning facilitator. Conroy noted that the next strategic plan will include specific goals for improving services in Callaway County.

Policy 1-345 FFCRA and EFMLA: Conroy explained the rationale behind adding a one-time, temporary, unpaid furlough option for employees. Nielsen and Anderson expressed their approval of the proposed addition. In response to a question from Kimura, Conroy clarified that DBRL could opt to extend the temporary furlough option even after the federal leave options expire.

ACTION: Westerfield moved, Nielsen seconded approval of Policy 1-345 FFCRA and EFMLA with the suggested edits. The motion passed.

Hays-Martin entered the meeting.

Other Business

There was no other business.

Staff Comments/Announcements

St. John reminded the Trustees that Summer Reading takes place from June 15 to August 15 and participants can sign up online. She also asked Trustees to look out for story time videos by DBRL staff, which will be posted online periodically.

Board Comments/Announcements

Powell stated that she believes that DBRL staff have been exemplary in handling decisions related to the pandemic.

Howard thanked Conroy for her leadership through the pandemic and in relation to the successful tax levy.

Adjournment

Hearing no further business, Howard adjourned the meeting at 6:21 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

Board Secretary