

**Daniel Boone Regional Library  
Minutes, Meeting of February 11, 2021**

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

August Nielsen, President, called the meeting to order by Zoom video conference at 6:00 p.m.

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

Also in attendance were DBRL Executive Director Margaret Conroy and staff members Elinor Barrett, Amanda Burke, Melanie Henry, Sara Henry, Kirk Henley, Nathan Pauley, Abbey Rimel, Eric Schmeck, Angela Scott, Jim Smith, Mitzi St. John and Lauren Williams.

**Public Comment**

There were no members of the public in attendance.

**Minutes**

Nielsen asked for corrections or changes to the minutes of January 14, 2021. Hearing none, he declared the minutes approved as written.

**Monthly Reports**

**Director's Report:** Conroy said that the pandemic response at the libraries is stable. Three out of four branches remain at reduced open hours, Holts Summit Public Library (HSPL) being the exception as that branch opened full-time at the beginning of January. All branches are adhering to a thirty-minute recommended time limit for patron visits. The materials quarantine period has been reduced from four to three days. Conroy anticipates fully reopening hours at the Callaway County (CCPL) and Southern Boone County Public Library (SBCPL) branches within the next two months. Conroy said that the request to the Missouri Department of Health & Senior Services that library staff be designated as Phase 1B employees for the purpose of receiving the COVID-19 vaccination has not been successful. Conroy hopes to return to in-person or hybrid board meetings by the fourth quarter of 2021.

Conroy noted that the community has responded positively to the longer open hours at HSPL and the staff report no issues related to extending the hours.

In response to a comment from Winter, Conroy said she has shared with staff the various vaccine surveys and sign-up forms available from local health-related organization.

In response to a question from Anderson, Conroy stated that patron mask usage is better, generally, but there are always some patrons who have difficulty complying.

**Financial Report:** Smith stated that the January financial report is preliminary as he is awaiting information from Boone County. Smith reviewed the January tax revenue and stated that Columbia and Boone County Library District revenue is on track to meet the budget estimate, whereas Callaway County Library District revenue may exceed budget by year-end.

**Service Report:** Conroy reported that staff are continuing to provide the public with high quality programming and services through safe channels. Conroy noted that the door counter at CCPL has been miscounting visitors, so the number recorded for January is low. CCPL Manager Sara Henry estimated a more probable total of visitors for the month, and that number will be entered into the official record. Margaret thanked Henry for discovering the error and working with IT to fix the counter.

In response to a question from Kimura, Conroy stated that the number of bookmobile visits is significantly lower than in January 2020 because the Community Bookmobiles are being used for holds pick-ups only, and Book Rover is not visiting child care centers (though materials are being dropped

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off for their use). Anderson related a recent compliment from a community member regarding the Community Bookmobile.

**District Report**

**Columbia and Boone County Library District:** Daly reported that the CBCLD met prior to the Regional meeting and heard a Chapter 100 presentation from REDI representatives. Daly summarized the proposal and reported that the district board members passed a motion directing the CBCLD Board representative to the Chapter 100 Taxing District Review Panel (Daly) to vote in favor of the project.

**New Business**

**Policy Review:** Henry reviewed Policy 1-251 Dress Code, noting that no changes were suggested to the policy. The guidelines did undergo revision, and Henry briefly reviewed those changes. Henry explained the purpose of Policy 1-292 ADA - Employee Policy and stated that the document was sent to the library's legal counsel for review to ensure that it meets all current legislative policy. There were no suggested edits.

**Other Business**

There was no further business.

**Staff Comments/Announcements**

There were no comments or announcements from the staff.

**Board Comments/Announcements**

Markie noted that she read a recent Washington Post article about what D.C.-area libraries are doing to connect with patrons during the pandemic, and she was pleased to note that DBRL offers most of the activities and services that were mentioned.

**Adjournment**

Hearing no further business, Nielsen adjourned the meeting at 6:28 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

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Board Secretary