

**Daniel Boone Regional Library  
Minutes, Meeting of September 16, 2021**

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

Dorothy Carner, Vice-President, called the meeting to order at 6:00 p.m.

Daniel Boone Regional Library (DBRL) Board members in attendance were: Bradd Anderson, Carner, Susan Daly, Mary Fennel, Jean Howard, Andrea Kimura, Kate Markie, August Nielsen, Pat Powell, Nate Suttentfield, Khaki Westerfield and Debra Winter. Phil Harrison and Tonya Hays-Martin were 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, Katie Long, Mandy McConnell, Nathan Pauley, Eric Schmeck, Jim Smith, Mitzi St. John and Lauren Williams.

**Public Comment**

There were no members of the public in attendance.

**Minutes**

Carner asked for corrections or changes to the minutes of August 12, 2021. Hearing none, she declared the minutes approved as written.

**Monthly Reports**

**Director's Report:** Conroy thanked Carner for filling in for President Tonya Hays-Martin. Conroy introduced Katie Long, new Children's librarian.

Long exited the meeting.

Conroy reported that the Columbia/Boone County Health Department is not scheduling further COVID-19 vaccination clinics at the Columbia Public Library (CPL) at this time, as they are shifting their priorities as flu season approaches. Conroy let her contact at the Health Department know that DBRL is happy to work with them again in the future, if needed.

Conroy announced that the RFID conversion supplies are expected in October. Staff led by Pauley are developing a strategy to perform the conversion as quickly and efficiently as possible. To that end, staff will bring a recommendation to the board in October that each DBRL branch close briefly during the conversion. It is anticipated that the Southern Boone County, Holts Summit and Callaway County libraries will each close for one day and CPL will close for three days in early November. In response to questions from the Trustees, Pauley and Howard stated that during the closures, online programming, outreach services and curbside delivery will continue. In response to a question from Winter, Conroy confirmed that materials checked out during the conversion will be tagged as they are returned.

Conroy reviewed the Summer Reading results and then described the newly-launched program 1,000 Books Before Kindergarten. She added that the DBRL Foundation's 2021 fall fundraising campaign will raise funds to support this new program. In response to a question from Anderson, Conroy stated that the program is open to children from birth to when they enter Kindergarten.

**Financial Report:** Smith reviewed the tax revenue and expenditure levels as of August 31, 2021. Due to the sharp decrease in spending in 2021, the library remains on track to have revenue over expenditures at the end of the year.

**Service Report:** Conroy noted that staff have been weeding heavily, which is reflected in the materials totals. Other statistics are rising as the library continues to reopen hours and services.

**District Board Reports**

**Callaway County Library District (CCLD):** Winter reported that the CCLD board met on August 23 and voted on the 2021 operating tax rate. The tax rate was set at 26 cents per \$100 of assessed

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valuation. In addition, the board discussed the open hours at the Fulton branch and agreed with the staff recommendation to extend open hours to 8pm on Tuesdays only. This will provide some patrons with extra time to get to the library on weeknights, as well as become the main evening for presenting library programs once in-person programs resume.

Columbia and Boone County Library District (CBCLD): Anderson reported that the CBCLD board met on August 12 and voted on the 2021 operating tax rate. The tax rate was set at 30.22 cents per \$100 of assessed valuation.

### **New Business**

Excel Adult High School (EAHS): Conroy described the program, which offers online course work toward a high school diploma. The Missouri State Library is funding the EAHS platform and each participating library pays a “seat fee” per participant. DBRL will launch the program in October. It is expected to compliment other high school certificate/diploma programs available in the region. Conroy reviewed the data available on the average participant and the number of people without degrees in the DBRL region. Conroy is exploring funding options to cover the seat fees.

Williams added that there is a two-week prerequisite course that must be passed for acceptance into EAHS. The program offers students access to tutoring and some dual credit options. There is also built-in ELL assistance with a translation option.

The Trustees indicated their enthusiasm and support for the EAHS program.

Policy 1-345 FFCRA EFMLA: Melanie Henry stated that the current policy expires at the end of September and the federal government has not yet announced if they are extending provisions past that date. Staff will be monitoring what happens at the federal level, but recommend extending the benefits for coronavirus-related leave through the end of the year, even if the federal government does not. Staff will return to the board with a revised policy in October. Henry reviewed the number of FFCRA hours taken by staff in the last 1-2 months and since June 2020. EFMLA has not been used much.

Policy 2-610 Library Bill of Rights: Conroy reviewed the document and its significance, and noted that the ALA Statement it is based on has not been updated since the board’s 2019 revision.

The Trustees discussed the potential for receiving gifts to the library that have provisions inconsistent with library values. Conroy noted that the current Gifts policy gives the board and staff the option of not accepting a gift. Conroy also said that the DBRL Foundation is currently revising their financial policies and talked earlier today about ensuring that the same option is available to their board.

Policy 2-611 Freedom to Read: Conroy reviewed the document and its significance, and noted that the ALA Statement it is based on has not been updated since the board’s 2019 review.

Policy 2-693 Library Parking: Conroy reviewed the document, which was submitted for review with no suggested edits. There were no new suggestions from the Trustees.

### **Other Business**

There was no further business.

### **Staff Comments/Announcements**

Conroy noted that she will be away from the office from September 20-24.

Melanie Henry reminded the Trustees that, per the changes to Policy 1-326 Paid Holidays approved in January 2021, all DBRL branches and services will be closed on the second Monday in October for staff training.

### **Board Comments/Announcements**

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Fennel passed along kudos on the 20th anniversary of One Read from her book club, which just finished reading and discussing Furious Hours.

Daly thanked the staff for the opportunity to attend the DBRL picnic on the previous Friday evening. Conroy noted that she hopes to make the event an annual occurrence.

Carner thanked the Trustees for the sympathy card she received upon the death of her “101 and 1/3” year old mother.

**Adjournment**

Hearing no further business, Carner adjourned the meeting at 6:43 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

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Board Secretary