

**Daniel Boone Regional Library
Minutes, Meeting of August 11, 2022**

Call to Order, Roll Call and Determination of Quorum

Dorothy Carner, President, called the meeting to order at 6:05 p.m.

Daniel Boone Regional Library (DBRL) Board members in attendance were: Bradd Anderson, Margrace Buckler, Dorothy Carner, Susan Daly, Mary Fennel, Tonya Hays-Martin, Kate Markie, Pat Powell, Jennifer Rodewald, Nate Suttentfield, and Khaki Westerfield.

Also in attendance were DBRL Executive Director Margaret Conroy; and DBRL managers Kirk Henley, Melanie Henry, Sara Henry, Erin Magner, Mandy McConnell, Nathan Pauley, Abbey Rimel, Angela Scott, Jim Smith, Mitzi St. John, Kat Stone Underwood and Lauren Williams.

Public Comment

There was no comment from the guests in attendance.

Minutes

Carner asked for corrections or changes to the minutes of July 14, 2022, and noted that her name needed to replace Anderson's in the Minutes approval section. Hays-Martin asked that the location of the meeting be added. Carner declared the minutes approved as corrected.

Monthly Reports

Director's Report:

Conroy updated the board on the strategic planning progress. Two staff work sessions scheduled in the coming weeks will build on the work done in the board/manager sessions.

She noted that the annual staff and board picnic is scheduled for September 9, and an invitation will be forthcoming.

There has been an update to the union information in the report. The negotiations over a collective bargaining agreement will begin later in September. She is arranging for the library's labor attorney to attend the September board meeting to discuss the legal aspects of contract negotiation.

Financial Report: Smith reviewed the July 2022 financial report.

Service Report: Conroy noted that programs are showing a sharp decrease over a year ago, but that was due to returning to in person from Zoom programs. The library's online programs were attended by people outside of our service area as well as by our own patrons.

Service Spotlight

Librarian Kat Stone Underwood gave a presentation on the library's Book Oracle service which she co-manages with librarian Matt Swearngin. Book Oracle provides a customized reading list for patrons through the library's website. The service launched in February 2021, and has provided 382 reading lists to date.

Board Committee Assignments

Carner distributed the list of board committee assignments. She selected chairs with their approval, and made assignments taking care to make sure each committee had representation from both districts.

Columbia and Boone County Library District Board Report

Kate Markie reported that the CBCLD Board met immediately prior to the DBRL meeting to hear a presentation from REDI Regional Economic Development, Inc. regarding a Chapter 100 tax

Daniel Boone Regional Library
Minutes, Meeting of August 11, 2022

abatement proposal. The proposed project is a major expansion of the EquipmentShare campus east of Columbia.

The CBCLD Board voted to instruct Kate Markie to approve the proposal at the Taxing District Review Panel meeting on August 15.

Committee Reports

Hays-Martin reported that the committee met on August 2 and reviewed the Preliminary CY 2023 Operating Budget in detail. Following the review, the committee passed a motion recommending approval of the preliminary budget to the full board of trustees. The Committee also reviewed the Proposed CY 2022 Budget Amendment and passed a motion recommending approval of the amended 2022 budget.

Smith reviewed the highlights of the Preliminary 2023 Operating Budget, noting that the final budget is expected to differ due to new information received. Smith explained that the purpose of the preliminary budget is to demonstrate the need for specific district tax rates. He noted that the CCLD will meet on August 24 to set their tax rate, and the CBCLD board will meet on the 25th.

Smith noted that tax income from both districts will increase, as will the State Aid income.

The Preliminary 2023 Operating Budget projects revenue over expenditures of \$133,055 at year end, and that amount will be added to the four Fund Balance savings categories.

ACTION: The motion came from the Finance Committee recommending approval of the Preliminary CY 2023 Operating Budget and did not require a second. The vote was taken by roll call: Anderson – yes; Buckler – yes; Carner – yes; Daly – yes; Fennel – yes; Hays-Martin – yes; Markie – yes; Powell – yes; Rodewald – yes; Sutenfield – yes; and Westerfield – yes. The motion passed.

New Business

Smith reviewed the proposed CY 2022 Budget Amendment. The library issued an RFP for planned carpet replacement at the Fulton and Ashland facilities on June 21. The RFP was advertised in the Columbia Daily Tribune and Fulton Sun, sent to known vendors and posted on the library website. One bid was received, from Allen Flooring, for \$159,564. Smith noted that if we wanted to schedule the work on a weekend, another \$19,090 would be needed. The bid was over twice what was budgeted, due to increased cost of materials. The budget amendment request is for \$103,154, the difference between the original carpet budget and the bid price plus the weekend option.

ACTION: The motion came from the Finance Committee recommending approval of the Preliminary CY 2023 Operating Budget and did not require a second. The vote was taken by roll call: Anderson – yes; Buckler – yes; Carner – yes; Daly – yes; Fennel – yes; Hays-Martin – yes; Markie – yes; Powell – yes; Rodewald – yes; Sutenfield – yes; and Westerfield – yes. The motion passed.

Other Business

Anderson read a nice thank you note that was mailed to him from a patron.

Staff Announcements

Daniel Boone Regional Library
Minutes, Meeting of August 11, 2022

Board Comments/Announcements

Carner welcomed Rodewald and Buckler again, and invited the rest of the trustees to introduce themselves.

Adjournment

Hearing no further business, Carner adjourned the meeting at 6:49 p.m.

Minutes recorded by Margaret Conroy.

Susan Daly, Board Secretary