

Daniel Boone Regional Library
Minutes, Meeting of May 11, 2023

Call to Order, Roll Call and Determination of Quorum

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

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

Also in attendance were Williams-Keepers audit partner Amanda Schultz (via Zoom), DBRL Executive Director Margaret Conroy, and DBRL managers Kirk Henley (via Zoom), Sara Henry, Erin Magner, Amanda McConnell (via Zoom), Beth McWilliams, Nathan Pauley, Eric Schmeck, Angela Scott (via Zoom), Jim Smith, Mitzi St. John, Lauren Williams, and various members of library staff.

Public Comment

There was no public comment from the guests in attendance.

Minutes

Carner asked for corrections to the closed and open session minutes of April 13, 2023. Hearing no corrections, she declared both sets of minutes approved as written.

Monthly Reports

Director's Report: Conroy reported that state aid had been restored in the state budget, and there was no reason to believe the governor would not approve the budget. Henley is working on updates to library policies to ensure compliance with the new Administrative Rule. There will likely be changes to the internal collection development plan which is not directly approved by the board. Staff are working with other libraries and the library's attorney to determine changes.

The 2023 One Read selection will be announced at the end of May, and the author has expressed interest in coming to DBRL.

Conroy introduced the new Development Manager, McWilliams, and indicated that the interview process for a new Human Resources Manager was in the final stages.

Conroy noted the potential for having electrical vehicle charging stations installed at the Columbia Public Library, and explained the grant opportunity available through the City of Columbia. Hays-Martin commented on an estate gift that had been designated for Callaway County Public Library.

Financial Report: Total revenue and total expenditures were as expected for April.

Service Report: Carner commented on the monthly service report included in the meeting's packet. Conroy indicated circulation numbers were up due to automatic renewals and will level out as time progresses.

Service Spotlight: Holts Summit Happenings – Pam Stone

Stone reported that, since the last board meeting in Holts Summit Public Library (HSPL), a proposition passed to make HSPL a permanent part of DBRL. Since opening, over 2,600 library

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cards have been created, and over 80 programs have taken place in the building in the last year. Over 1,500 patrons have been served through Outreach services, and through a partnership with Holts Summit Police Department for a trunk-or-treat event, over 1,100 patrons were reached. Stone shared a quote that she reflects on when providing service to patrons: “Libraries build communities.”

Social Worker Practicum Presentation – Tyler Davis

Davis discussed his degree program and professional experience in community mental health spaces, including Burrell Behavioral Health. He indicated that the library is a community hub, and explained the history of social workers in libraries, beginning with San Francisco Public Library in 2009 and including Kansas City Public Library and St. Louis County Library in 2017 and 2021 respectively. Davis explained that his focus at DBRL was to connect patrons with community resources and discussed the resources patrons most frequently needed. He emphasized the unmet need for unhoused individuals, indicating that a social worker at the library would align with DBRL’s mission and most recent strategic plan to serve individuals who are more comfortable at the library than other areas.

In response to several questions from the board, Davis stated that a seamless integration of community services would be beneficial, emphasizing the library’s ability to serve as such a resource. He added that, in his short time at the library, patrons and organizations had already been referred to the library’s social worker. Davis indicated that social workers at other libraries typically do not provide clinical services to protect from potential malpractice liability, and they are often called Community Resource Specialists. Conroy added that Davis has been sought after since starting his practicum.

Daly asked about the potential for considering a social worker position, and Conroy indicated there is currently a placeholder in the budget for the position. Conroy added that the library will continue the practicum program whether or not a social worker is added to staff. Carner asked if Davis could create an ideal suggestion of how the position would be adapted at DBRL as part of his practicum, and Davis stated that Magner and Conroy have been preparing this proposal.

Committee Reports:

Finance Committee: Hays-Martin reported that the committee met on May 4 to discuss the 2022 Audit Report, noting the auditors have issued an unmodified or “clean” opinion of the DBRL financial statements. Schultz, partner at Williams-Keepers, was present via Zoom to answer any questions. Schultz confirmed Hays-Martin’s report, adding that the statements were in good order with implementations of new accounting standards.

ACTION: The motion came from the Finance Committee to recommend approval of the 2022 Audit Report to the board. The motion passed.

Hays-Martin further indicated that the committee had discussed and approved the Cost Allocation Report. She explained the purpose of this report after questions from the board.

New Business

Policy 2-702 Capital Outlays: Smith explained that the policy defines what the library considers to be fixed assets that would depreciate on the financial statements. The proposed changes to the

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policy were to strike videos and Playaways as these are no longer in circulation. Conroy clarified there are still children's Playaways, and after some discussion, she stated that the remaining Playaways are sufficiently covered with other language.

ACTION: Buckler moved, Markie seconded approving the proposed changes to Policy 2-702 Capital Outlays. The motion passed.

Other Business

There was no other business.

Staff Announcements

There were no staff announcements.

Board Comments/Announcements

Powell applauded the library's 2022 Annual Report, referencing a patron interaction and a story within the report.

Daly reported she will not be seeking reappointment for her position. She shared thanks for her time on the board and those who keep the library running.

Closed Session Concerning Preparation, Including Any Discussions or Work Product, on Behalf of a Public Governmental Body or its Representatives for Negotiations with Employee Groups Under RSMo 610.021(9) and Concerning Matters of Personnel as Authorized Under RSMo 610.021(3).

ACTION: Daly moved, Sutenfield seconded entering Closed Session Concerning Preparation as Authorized Under RSMo 610.021(9) and Concerning Matters of Personnel as Authorized Under RSMo 610.021(3). Vote on the motion was taken by roll call: Anderson – yes; Buckler – yes; Carner – yes; Daly – yes; Hays-Martin – yes; Markie – yes; Miller – yes; Nielsen – yes; Powell – yes; Sutenfield – yes; Westerfield – yes. The motion passed.

Open session resumed at 7:36 p.m.

ACTION: The motion came from the Evaluation Committee to extend the Executive Director's contract for another year and to recommend a 5% increase in compensation. Vote on the motion was taken by roll call: Anderson – yes; Buckler – yes; Carner – yes; Daly – yes; Hays-Martin – yes; Markie – yes; Miller – yes; Nielsen – yes; Powell – yes; Sutenfield – yes; Westerfield – yes. The motion passed.

Adjournment

Hearing no further business, Carner adjourned the meeting at 7:45 p.m.

Minutes recorded by Megan James.

Cori Miller, Secretary