

Daniel Boone Regional Library
Minutes, Meeting of June 15, 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, Mary Fennel, Tonya Hays-Martin, Jean Howard, Kate Markie, Cori Miller, August Nielsen, Pat Powell, Nate Suttentfield, and Khaki Westerfield. Jennifer Rodewald was absent.

Also in attendance were DBRL Executive Director Margaret Conroy, and DBRL managers Karen Crago, Kirk Henley, Sara Henry (via Zoom), Erin Magner, Nathan Pauley, Abbey Rimel, Angela Scott, Jim Smith, Mitzi St. John, staff member Hilary Aid, and various other members of library staff.

Public Comment

Carner welcomed all guests and explained the guidelines for making a public comment.

Mary Kate Protzman, of Columbia, commented on the previous practice of the board seeking staff feedback for the Executive Director's evaluation and the lack of this practice in recent years.

Carner thanked Protzman for her statement.

Minutes

Carner asked for corrections to the closed and open session minutes of May 11, 2023. The closed session minutes were approved as written, and the open session minutes were approved with corrections to members duplicated in the attendance section.

Monthly Reports

Director's Report: Conroy introduced new Human Resources Manager, Karen Crago, noting that staff was happy to have her on board.

Conroy reported that the most recent union bargaining session resulted in six tentative agreements on articles. Negotiations are moving forward, and the next bargaining session is on July 11.

As of this meeting, the Missouri Governor had not signed the budget with library state aid appropriations included, but it was expected that he will.

The library submitted a letter of support for a grant the City of Columbia turned in to bring electric vehicle chargers to the community. Conroy described where installation had been considered at Columbia Public Library if the grant is approved, and the cost to the library is unknown at this time. She also clarified that the chargers would be a cost recovery endeavor and the library would not profit.

The Fulton Public Library (Callaway County Public Library) was set to receive a bequest worth more than a million dollars – the largest single donation the library has ever received. The funds should be received by the end of June, and they will be managed in a separate DBRL Foundation account. Conroy shared gratitude for the donor.

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Both summer reading and One Read planning are in full swing.

Financial Report: Total revenue is as expected for May aside from one positive surprise concerning more interest being received on checking due to rising interest rates.

Total expenditures are as expected with the exception of library vehicle maintenance costs that have yet to be accounted for due to an issue with the City of Columbia's billing process. This issue should be corrected soon, and the appropriate amount will be reflected in the expense report.

Hays-Martin referenced a statement in the report concerning insurance, building and liability premiums increasing more than expected, and Smith explained that premium costs are estimated during the budget process, and the exact cost was slightly greater than anticipated.

Service Report: Conroy indicated that attendance numbers are positive, and the circulation statistics continue to reflect the introduction of automatic renewals.

Howard asked about the considerations for having a Zoom option for more programs for accessibility. Conroy indicated Zoom programs had been done during the pandemic, and Scott further explained that having this option depends on the nature of the program.

Service Spotlight: DBRL Early Childhood Connections & Next Chapter: A Resource for Older Adults & Caregivers – Hilary Aid and Abbey Rimel

Rimel shared that she and Aid work in Outreach and focus on connecting community members who have barriers to service with the available resources. One way they do this is through their Facebook groups: DBRL Early Childhood Connections and DBRL's Next Chapter.

Aid shared the success Early Childhood Connections has had, amassing over 1200 members since its creation in 2019. The group includes childcare providers, social workers, pediatric professionals, parents, etc., who share relevant resources and seek guidance from the community. DBRL is able to share about library and community events that focus on connecting with resources rather than pulling from them.

Rimel reported that Next Chapter has gained 300 members since its recent 2022 creation, and it focuses on adults 55 and older and their caregivers. The group currently promotes library and community events that may appeal to these individuals and meet their various needs. As the group grows, DBRL staff are working to gather more community contributions.

The board asked about the demographic of individuals in the group, and Aid encouraged those present to join the groups and add people they know.

Committee Reports:

Nominating Committee: Daly reported the committee met on June 8th and developed the following slate of officers for 2023-24: Nate Suttentfield – President; Margrace Buckler – Vice President; Secretary – Cori Miller; Warrant Officer – Jennifer Rodewald.

ACTION: The motion came from the Nominating Committee to recommend approval of the above slate of officers for 2023-24. Anderson seconded. The motion passed.

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District Reports:

Callaway County Library District: Suttentfield reported the CCLD board met prior to the current meeting and decided on the following slate of officers for 2023-24: Tonya Hays-Martin – President; Jean Howard – Vice President; Cori Miller – Secretary/Warrant Officer.

Columbia and Boone County Library District Nominating Committee: Nielsen reported the CBCLD committee met prior to the current meeting and developed the following slate of officers for 2023-24: Kate Markie – President; Khaki Westerfield – President; August Nielsen – Secretary/Warrant Officer. The CBCLD board will meet at a later date to vote on the slate.

New Business

Policy 2-708 Mileage Reimbursements: Smith explained the purpose of the Mileage Reimbursements policy and the proposed changes. He indicated the changes are for clarification and are not material.

ACTION: Powell moved, Howard seconded approving the proposed changes to Policy 2-708 Mileage Reimbursements. The motion passed.

Policy 2-730 Board of Trustee Membership, Conference, and Travel Expenses: Smith explained there were no changes requested for this policy.

Staffing Discussion: Conroy updated the board on Mike Mullett, IT Manager, and his medical absence. In response to this and other known security needs, the administration has decided to create and hire for a new position: Safety and Security Manager. She further explained the rationale behind the decision and some responsibilities the position would have. At this time, there is no plan to change the current model of contracting with the Columbia Police Department. The logistics of the new management position are still being finalized.

Markie commented on another business local to Columbia that is making changes to their security model and suggested that administration review the changes they are making since the business receives similar traffic as the library. The board also discussed security needs at the branches which are not as frequent as at Columbia Public Library.

Other Business

There was no other business.

Staff Announcements

There were no staff announcements.

Board Comments/Announcements

Daly shared a comment one of her colleagues made about the excellent customer service they received when using the passport services at Columbia Public Library. The board shared appreciation for the staff who make this service seamless for the community.

Conroy thanked Anderson and Daly for their service to the board. Daly remarked that her time serving had been a great experience and way to be involved in the community.

Closed Session Concerning Preparation, Including Any Discussions or Work Product, on

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**Behalf of a Public Governmental Body or its Representatives for Negotiations with
Employee Groups Under RSMo 610.021(9)**

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

Open session resumed at 7:33 p.m.

Adjournment

Hearing no further business, Carner adjourned the meeting at 7:33 p.m.

Minutes recorded by Megan James.

Cori Miller, Secretary