

Daniel Boone Regional Library
Minutes, Meeting of October 12, 2023

Call to Order, Roll Call and Quorum Determination

Nate Suttentfield, President, called the meeting to order at 6:00 p.m.

Daniel Boone Regional Library (DBRL) Board members present were Margrace Buckler, Dorothy Carner, Mary Fennel, Jacqueline Kelly, Jean Howard, Kate Markie, Cori Miller, August Nielsen, Pat Powell, Nate Suttentfield and Khaki Westerfield. Shannon Alvis, Tonya Hays-Martin, and Jennifer Rodewald were absent.

Also in attendance were DBRL Executive Director Margaret Conroy, and DBRL managers Karen Crago, Sara Henry (via Zoom), Erin Magner, Amanda McConnell, Nathan Pauley, Angela Scott, Jim Smith, Mitzi St. John, and other members of library staff.

Public Comment

Suttentfield welcomed all guests and explained the guidelines for making public comments.

Library employee Chriss Jones spoke about ADA accommodation issues she has experienced at the library.

No additional public comments were made.

Minutes

There were no corrections or comments concerning the closed or open minutes of the September 14, 2023 Board Meeting. Both closed and open minutes for this meeting were approved as written.

Monthly Reports

Director's Report: Margaret introduced the new Executive Assistant, Emily Camden, to the Trustees. She also introduced newer members of the team that had not yet met the board: Drew Ide, Safety and Security Manager, and Veronica Everly, HR and Staff Development Generalist. Lauren Williams also introduced newly promoted librarian Otter Bowman and recognized her for her role as MLA President.

Margaret was pleased to announce that the Staff Engagement Survey, the results of which will be available later this month, was completed by 85% of the staff. She also noted the success of the September One Read programming, including the author interview completed by David Lile.

Financial Report: Jim Smith referenced page 2 of the Financial Report to state that the "total tax revenue" is currently at 75% collected which is as expected at this time and that we are on track

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to meet or be under the projected budget. August Neilsen noted that Columbia and Boone County are only at 70%, but Jim assured him that this is also as expected. Margaret added that a new law passed this summer could have an impact on tax revenue, but that the impact is difficult to estimate at this time. The law would provide a property tax credit for homeowners aged 62 years or older. We do not have adequate demographic information to estimate the effect should the Counties vote to implement the tax credit at this time.

Jim also referenced page 3 of the financial report to point out that we are over budget for “Insurance Building and Liability” however he expects the overage to be covered with other lines being under budget at the end of the year.

Service Report: Angela and Nathan prepared the service report this month as Emily had not yet been hired, however Emily was able to prepare the service narrative. With continued post-COVID service reintroduction, the Bookmobile boasted visit increases of 55.1% since August and 219.4% since last year.

Service Spotlight: Online Author Talks- Lauren Williams

Lauren Williams spoke about Online Author Series, a service of the Library Speakers Consortium. The program has served as a cost effective way for the Library to bring authors to patrons. This service has been funded by donations through the Foundation, while all of the marketing materials are provided by the LSC. The most popular talk thus far has been Frederick Bachman’s talk with 80 live viewers and 130 additional viewers after the fact.

New Business

Policy 2-711 Disposal of Property: Policy was reviewed with no changes. Minor edits were made to the procedures section.

Policy 2-750 Real Estate Acquisition: Policy was reviewed with no changes.

Other Business

Jacqueline spoke about her attendance at the staff picnic at Twin Lakes. She expressed that it was a great opportunity to meet the staff members and she encourages other trustees to attend events like these in the future.

Staff Announcements

Erin spoke about the two current open job postings for Web Developer and Community Resource Specialist, which is a brand new position.

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Board Comments/Announcements

No Board Comments or Announcements.

Closed Session

ACTION: Margrace moved, Kate seconded entering Closed Session.

Open session resumed at 6:55 p.m.

Adjournment

Hearing no further business, Suttentfield adjourned the meeting at 6:57 p.m.

Minutes recorded by Emily Camden.

Cori Miller, Board Secretary