

## **Callaway County Library District Minutes, Meeting of July 8, 2025**

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

Tonya Hays-Martin called the meeting to order at 4:45 p.m.

Callaway County Library District Board members present were Tonya Hays-Martin, President; Jean Howard; Mary Fennel; Dawn Dirks; and Cori Miller.

Also in attendance were DBRL Executive Director Robin Westphal, Jim Smith, Angela Scott, Sara Henry, and Emily Camden.

### **Public Comment**

None.

### **Minutes**

There were no corrections or comments concerning the minutes of the June 12, 2025 Callaway County Library District Board Meeting. The minutes were approved as written.

### **HVAC Update**

Robin shared, as written in the memo supplied, that we have received a report back from Bartlett & West containing four options for the HVAC replacement. The option recommended by the firm, being the most cost effective of the options, will still cost \$506,000 more than what was budgeted for the project. The trustees were given three options for where these funds could be taken including the CCLD fund balance, a combination of fund balance and Foundation funding, or utilizing the Helen J Forsee Donation fund which is managed by the DBRL Foundation and is required to be used for the benefit of the Callaway County Public Library. The board discussed the possible implications of using the fund balance, which can be used for both Holts Summit and Fulton, as the future of the economy and our funding in Callaway County is potentially unstable. The board agreed that because Helen Forsee was an avid user of the Callaway County Public Library who knew the issues with the building, that using this fund would be appropriate for this project as it specifically lists capital improvements as a possible use. The board also discussed using the remaining funds for public facing projects.

ACTION: Fennel moved and Dirks seconded recommending the DBRL Board of Trustees approve utilizing the Helen J Forsee Fund in order to amend the DBRL 2026 Budget to obtain an additional \$506,000 for the CCPI HVAC replacement project. The vote was taken by roll call: Fennel - yes; Hays-Martin - yes; Howard - yes; Miller - yes; Dirks - yes. The motion passed.

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**Regional Finance Committee Representative Selection**

Jim Smith reported that the regional finance committee is composed of the current and immediate past presidents of the CCLD and CBCLD; however, because Tonya is the current and immediate past president of the CCLD board, we must nominate someone to be the second CCLD representative for the committee. After some discussion, Jean Howard agreed to serve as the regional finance committee representative.

ACTION: Fennel moved and Dirks seconded making Jean Howard the CCLD representative for the regional finance committee for the 2025-26 year. The vote was taken by roll call: Fennel - yes; Hays-Martin - yes; Howard - yes; Miller - yes; Dirks - yes. The motion passed.

**Other Business**

None.

**Adjournment**

Hearing no further business, Tonya adjourned the meeting at 5:09 p.m.

Minutes recorded by Emily Camden.

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Dawn Dirks, Secretary