

Daniel Boone Regional Library

Minutes, Meeting of October 16, 2025

Call to Order, Roll Call and Quorum Determination

Cori Miller, President, called the meeting to order at 6:00 p.m.

Daniel Boone Regional Library (DRBL) Board members present were Shannon Alvis, Seth Christensen, Mary Fennel, Tonya Hays-Martin, Cori Miller, Pat Powell, Travis Pringle, and Jennifer Rodewald. Margrace Buckler, Dorothy Carner, Dawn Dirks, Lisa Finn, Jean Howard, and Jacqueline Kelly were absent.

Also in attendance was DBRL Executive Director Robin Westphal as well as DBRL managers Angela Scott, Jim Smith, Mitzi St.John, Nathan Pauley, Sara Henry, and other members of library staff.

Public Comment

Tonya Hays-Martin introduced Steven Medrow, who is in the process of joining the Callaway County Library District Board. Steven shared a bit about himself and expressed his excitement for joining the board.

Minutes

There were no corrections or comments concerning the minutes of the September 11, 2025 Board Meeting. The minutes were approved as written.

Monthly Reports

Director's Report:

Robin was happy to share that, as of the day before, the service elevator at the Columbia Public Library (CPL) is finally back in service after 54 days. Robin further shared details with the board members regarding the circumstances around the elevator not being in service and its long awaited repair. Robin added that, with the elevator repaired, the Friends of the Columbia Public Library are finally able to have their first Saturday Book Sale as they were unable to move books from the basement the entire time the elevator was not in service.

Robin reported that Staff Development Day would be taking place the next day which marks the first Staff Day since moving the event to the Friday preceding Indigenous Peoples Day rather than on Indigenous Peoples Day. Robin added that the library would be closed to the public for the event and shared more about some of the sessions that would occur during the event.

Moving forward, Robin shared that she recently attended the Missouri Library Association Conference in Saint Louis along with Cory, Margrace, and several managers and members of our staff. She reported that the Union panel discussion with Cory, Margrace, Karen Crago, herself, and three of our union members Megan Durham, Wendy Rogby, and Seth Smith went spectacularly well! The discussion covered the process of our unionization from multiple points of view; highlighting the good and bad of the process and where we are now. Margrace remarked that the audience was very attentive and the reception of the discussion was positive, further sharing that several audience members commented on the congenial atmosphere

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between our panelists. Robin shared that, during a board meeting earlier this year, Jacqueline Kelly asked what the DBRL makeup was for the MLA board. She was happy to share that our three board members (Robin, Wendy Rigby, and Devon Smith) make up 30% of the board; a remarkable feat considering the organization is statewide.

Robin reported that we wrapped up One Read in September with one of the final events being the Author Talk with Daniel Mason the author of our One Read book, *Northwoods*. Robin shared that he was touched to have his book chosen to be our One Read title and that the event went amazing with over 200 people in attendance in person and via Zoom. She thanked Lauren Williams and the One Read team who will begin planning One Read 2026 in November.

With a heavy heart, Robin shared that Debb Wheeler, one of our beloved staff members, recently passed away. She further shared the details of the memorial service her son is planning which will be a nice opportunity for our staff to pay their respects to their friend. Robin further shared that the staff made green ribbons to wear in Debb's honor and that a google space was created for staff to share memories about and photos of Debb.

Lastly, Robin shared that she gave a presentation at the Missouri Extension Conference and is hoping to continue fostering a relationship with the extension agent in Boone County to do some programming together.

Financial Report:

Jim Smith reported that, as seen in the September report, our Total Revenue is as expected for this time of year and that property taxes are still ahead due to the change in our collection pattern. Moving on to the Expenditures section, under Salaries and Benefits, Jim reported that we are still over budget for Health and Dental Insurance as more people are participating than initially expected. Jim added that we are also over budget for Short Term Disability Insurance due to premiums being more than anticipated however, other lines will help cover these overages. Under the General Operating Section, Jim shared that we are still over budget for Personal Vehicle Mileage as the IRS reimbursement rate increased after the budget was finalized. Lastly, under Capital Outlay, Jim reported that we are only at 26% of the budget expended for Furniture and Equipment because we still have the largest part of the CCPL HVAC replacement project remaining. Jim added that the project will be finished next year meaning we will remain under budget on this line for the remainder of 2025. Jim shared that the EV Charging Station funds will also have to be reappropriated to 2026 as we also do not expect that project to be completed in 2025. The group also briefly discussed the status of the grant program that is supporting this project.

Service Report:

Robin highlighted that the Southern Boone Public Library saw a large increase in the number of Reference Contacts in September which we credit to the addition of new staff member Rachel Carder who has been putting on an increased number of programs for the branch, bringing in more patrons. This increase in patrons entering the building, as well as a new circulation/work desk, has surely influenced the number of questions the staff are answering about where things

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are and what other offerings the location offers. Robin also shared that the notaries at CPL completed 400 notaries in the month of September, equating to around 23 notarizations per day between the three administrative staff that are notaries.

Service Spotlight: Callaway County Public Library Update with Jill Hamilton

Jill Hamilton, Children's Librarian at the Callaway County Public Library, shared that they have had a great year adding that her one year anniversary is coming up in November. Jill reported that this summer, library programs filled the rooms with families and children. Highlighted programs included arts and crafts sessions such as painted ping pong ball nightlights, a kindness rock garden, bird feeders, wind chimes, and "bad art" workshops. Jill continued that educational and science-based activities also drew strong participation, particularly passive programming featuring live caterpillars, butterflies, ladybugs, and chicks, which offered hands-on learning experiences. Family/Preschool Story Time and Baby Toddler Times were each held once a week, averaging around 45 attendees in summer and 36 recently, with popular features such as sensory play, messy time, and themed events like the teddy bear picnic and parade. Jill emphasized a growing need in the community for free family activities especially with school not being in session on Mondays and a growing homeschool community. Jill explained that they have ongoing efforts to expand programs like Kids Create and Kids Learn to better serve these families.

Jill reported that the branch has continued to strengthen their community partnerships with organizations like the Callaway Electric Co-op and the Rec-Plex, using these venues for large programs including a magician show and storytime in the park. Jill shared that adult programming, led by librarian Devon Smith, has also been very popular with notable events including the Creative Age Art programs, Tie-dye workshops, and a presentation on *Celia, A Slave* by Melton Alonza McLaurin. Tonya Hays-Martin chimed in to share that the book tells the true story of Celia, an enslaved woman in Callaway County who was repeatedly assaulted by her enslaver and ultimately killed him in self-defense. She was later tried, convicted, and executed in 1855 near the old Callaway County Courthouse. Jill shared that the event featured a presentation by one of Celia's descendants and a professor from Westminster College, offering historical insight and fostering meaningful discussion about justice and legacy. The program drew an overwhelming response, with 90 attendees filling the venue and many requesting additional sessions due to high community interest. The event also aligned with ongoing local efforts to pardon Celia posthumously, which the trustees discussed aligns with the mission of The Legacy Museum in Montgomery, Alabama who Travis Pringle suggested we reach out to.

New Business

Policy 1-350 Retirement Benefits:

Jim Smith shared that the changes to this policy are only in regards to the number of hours worked in a year that are required to participate in our 401(k) program; a change from 1000 hours to 500 hours. Jim further shared that this change was already made in practice following

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the passing of the Secure Act, the changes to the policy are just to ensure it matches what our 401(k) plan document states.

ACTION: Alvis moved, Powell seconded approving Policy 1-350 Retirement Benefits. The vote was taken by roll call: Alvis– yes; Christensen – yes; Fennel – yes; Hays-Martin – yes; Miller – yes; Powell – yes; Pringle – yes; and Rodewald – yes. The motion passed unanimously.

Other Business

None.

Staff Announcements

None.

Board Comments/Announcements

None.

Adjournment

Hearing no further business, Cori Miller adjourned the meeting at 6:46 p.m.

Minutes recorded by Emily Camden.

Jean Howard, Board Secretary