

**Daniel Boone Regional Library
Board of Trustees Meeting**

July 16, 2026

6:00 p.m.

Columbia Public Library

Virginia Young Room

*****PLEASE NOTE TIME / LOCATION*****

NOTE TO MEMBERS OF THE PUBLIC AND MEDIA: This meeting will take place in person, however there is a Zoom link available. Please contact Emily Camden at ecamden@dbrl.org or by calling 573-817-7014 if you wish to observe the meeting, but cannot attend in person.

AGENDA

1. Call to Order
2. Roll Call and Determination of Quorum
3. Public Comments
4. Approval of Minutes from June 11, 2026 - *enclosed*
5. Monthly Reports
 - a. Directors Report and Comments - *enclosed*
 - b. Financial Reports - *enclosed*
 - c. Service Report - *May and June enclosed*
 - d. Union Report - *enclosed*
6. Service Spotlight - Bookmobile Fundraiser with Joe Facticeau
7. Committee Reports
 - ★ a. Finance Committee - *memo enclosed*
 - ★ b. Long Range Planning Committee - *memo enclosed*
8. New Business
9. Other Business
10. Staff Announcements
11. Board Comments/Announcements
12. Closed Session Concerning Legal Actions, Causes of Action or Litigation Involving a Public Governmental Body and Any Confidential or Privileged Communications Between a Public Governmental Body or Its Representatives and Its Attorneys Under RSMo 610.021(1) and 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)
13. Adjournment

AMERICANS WITH DISABILITIES ACT NOTICE

In compliance with the Americans With Disabilities Act (ADA) of 1990, the Daniel Boone Regional Library will arrange for accommodations such as sign interpretation or alternative audiovisual devices to help you participate in library programs and/or meetings or access services. We ask that you make requests for accommodations with as much lead time as possible prior to the scheduled program, service or meeting. To make arrangements, please call ADA Coordinator, Angela Scott, at (573) 443-3161 or send email to ada@dbrl.org.

POLICY FOR PUBLIC PARTICIPATION AT BOARD MEETINGS

The public is invited to attend all meetings of the Daniel Boone Regional Library Board of Trustees except those designated as a closed meeting per RSMO 610.

Members of the public are welcome to address comments to the Board as set forth below:

1. Members of the public may request that an item be considered for placement on the agenda by contacting the Executive Director of Daniel Boone Regional Library at least ten (10) days in advance of the meeting.
2. Public comment is allowed at every Regional Board, District Board or Board Committee meeting except those designated as a closed meeting.
 - a. The item "Public Comment" is included on the agenda and is an opportunity for members of the public to speak.
 - b. When "Public Comment" is noted under a specific agenda item, comments should be limited to that specific topic.
3. Each person desiring to be heard, when recognized by the Presiding Officer, shall first state his or her name and address before commenting.
4. Public comment is limited to three (3) minutes per person unless otherwise directed by the Presiding Officer. Unused time may not be given to another person for the purpose of extending another's allotted three minutes.
5. The Presiding Officer reserves the right to limit the total public comment time on the agenda to 30 minutes.
6. The Presiding Officer shall rule "out of order" all comments which are irrelevant, repetitious, derogatory of persons, businesses or organizations, or which include inappropriate language or are unlawful. The Presiding Officer may also rule "out of order" inappropriate behavior.

These rules may be suspended by motion and majority vote of the Board.

Daniel Boone Regional Library Minutes, Meeting of June 11, 2026

Call to Order, Roll Call and Quorum Determination

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

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

Also in attendance was DBRL Executive Director Robin Westphal as well as DBRL managers Jim Smith, Erin Magner, Angela Scott, Eric Schmeck, Sara Henry, Lauren Williams, Sheryl Bucklew, Althea Harris, Mitzi St.John, Nathan Pauley, Karen Crago, and other members of library staff.

Public Comment

None.

Minutes

There were no corrections or comments concerning the May Board meeting minutes. The minutes were approved as corrected.

Monthly Reports

Director's Report:

Robin Westphal began her report by sharing that the Boone County Commission has appointed a new board member whose term will begin July 1. The new board member is CJ Dykhouse, an attorney that works for Boone County and was appointed by the Boone County Commission. We are waiting for the official confirmation but Cori has been appointed to the Boone County Board as well and we should hear about Jacqueline next week.

Robin then shared an update about the Callaway County HVAC project. The scheduled completion date is the 30th of June. They are getting ready to start up the system, get it calibrated and get ready to open. Robin reported that we have the temporary facility until the end of July which allows time for any painting or other things that need to be completed before we reopen completely to the public. We plan to have a grand reopening ceremony, with dates to be determined.

Robin shared that the foundation is still planning a fall gala. Robin and Joe Facteau, Development Manager met with Logboat regarding some partnership and future fundraising opportunities.

Robin shared that Sheryl Bucklew, Circulation Department Assistant Manager will be graduating from Leadership Columbia later this month. DBRL would like to continue to send a manager to the program each year.

The Grown-up Book Fair will be held at Rose Park this Saturday, pending weather. DBRL will have a table, with books provided by the Friends collection. We will have a QR code for people to be able to donate directly to the Bookmobile Project. Some of the proceeds go to our summer

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reading program.

Robin shared that the summer reading program kicked off a couple of weeks ago, with a dinosaur theme which is very popular with the children and with staff.

Robin then updated on the strategic planning process, sharing that Erin will be sending out dates to the strategic planning committee for another meeting as we move toward the most participatory component of work on the strategic plan. Robin also shared that during the visioning session on May 19 a work group composed of the Board of Trustees, the Leadership Team and union members worked on the vision and mission statements. The goal was to clarify DBLR's purpose and the direction and long-term aspirations prior to broader stakeholder engagement and the September planning retreat. The goal is to have these statements become a north star, guiding the strategic plan and the future of DBRL. The group wanted the vision statement to reflect DBRL at the heart of our communities, and to have a statement that is easier for us all to remember and share with our community. The suggested statement is, DBRL strives to be the heart of our communities, connecting everyone to information and meaningful experiences. The new statement will be sent to all board members for review. The mission statement revision is "Your library, connecting you to ideas, information and each other. The mission statement will also be sent to all board members for review. The statements will be voted on at the next board meeting in July.

Jacqueline Kelly asked about the process for getting a ticket to the One Read author talk, which Lauren Williams answered. Registrations will be taken for the author talk, which will be free but you will need to register to get a ticket. It is likely that registration will start around September 1st.

Jacqueline then asked about the cost for the gala tickets, while Robin believes that the cost will be approximately \$150 - \$175, Joe Facticeau is waiting for finalization of food cost.

Robin then introduced Shannon Fickess as the newest member of the Callaway County Library Board and Daniel Boone Regional Library Board. Shannon shared that she grew up in Fulton, lived in Columbia for 20 years and moved back to Fulton in 2021. Shannon is an avid reader, an English/Writing major and is very excited about the opportunity to serve on the board.

Lastly, Robin also thanked board member Shannon Alvis, whose service to the board is ending tonight. Shannon has been a tremendous board member and will be missed by everyone.

Financial Report:

Jim began his report by pointing out that under current liabilities, 10% of each payment for the CCPL HVAC replacement project are withheld until project completion. Jim stated that this is normal in construction, with full payment held until everything is completed to satisfaction.

Jim further reported that we are at 86% total revenue at the end of May. Everything is where he would expect it to be with the exception of the Athletes and Entertainers tax. Due to the reduction by the legislature, our next payment will be \$40,000 instead of \$80,000 so we will be \$40,000 under budget. Jim also shared that he is still watching investment interest as with only three months of data, it's too soon to see the full picture there.

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Jim moved to Salaries and Fringe benefits, stating that the short-term disability line will be over budget due to higher than expected premiums, but that other lines will be under budget, so we should be fine in total.

Jim stated that looking at general operating expenditures, we are where he would expect us to be at the end of May, as well as in building and operations and maintenance. Looking at future equipment and capital outlay, with the biggest item in that line being the CCPL HVAC replacement, and that expenditures are about where he would expect.

It was asked what, if anything, about finances is keeping Jim up at night? Jim replied that we're in a good financial situation with the only concerning thing being the talk of the legislature wanting to change our funding from property tax to sales tax which Jim believes will decrease our revenue because so many organizations would be looking for a sales tax as well and he doesn't feel that can be absorbed by the community.

The impact of the A&E cut was also discussed, with Robin stating that Kirk Henley, Collection Department Manager is working with Jim and Robin to determine what that looks like for DBRL. There is strong advocacy work regarding this funding that is ongoing and it's hopeful that it will be a one year change that will not be lasting.

Service Report:

There is no service report for May, when Emily returns next month we will have the report.

Service Spotlight:

Due to the virtual meeting, the service spotlight for Holts Summit will be held at another meeting. Sara Henry reported that programming has been going very well in Holts Summit, with 55 participants at their last storytime. HSPL is partnering with MU Extension to offer an iCook class, where kids and their parents come and learn to cook. They are in the swing of Summer Reading, which is going well.

Committee Reports

Evaluation Committee

Seth Christensen, Evaluation Committee Chair, reported that the Evaluation Committee met after the May board meeting to discuss results of the Board of Trustees and staff executive director evaluations, and recommendation to the board will be made in closed session.

Nominating Committee:

Jacqueline Kelly reported that the committee met on May 29th to form a proposed slate of officers for 2026 through 2027. The slate is as follows: President Cori Miller-Ryan, for Vice President Steven Medrow, Secretary, Jacqueline Kelly, for Warrant Officer, Jean Howard.

ACTION: Kelly, as chair of the Nominating Committee, moved to approve the 2026-2027 slate of officers as proposed by the Nominating Committee. Margrace Buckler seconded. The vote was taken by roll call: Alvis–yes; Buckler – yes; Christensen – yes; Fickess – yes; Kelly – yes; Hays-Martin– yes; Howard– yes; Kelly– yes; Medrow– yes; Miller-Ryan– yes; Pringle –

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yes; and Powell – yes. The motion passed unanimously.

District Reports:

Callaway County Library District:

Tonya Howard, Callaway County Library District President reported that the Callaway County Board proposed and voted on a slate of officers for 2026-2027. The slate is as follows: President, Jean Howard, Vice President, Tonya Hays-Martin, combined Secretary and Warrant Officer, Stephen Medrow.

ACTION: Howard, moved to approve the 2026-2027 slate of officers as proposed. Kelly seconded. The vote was taken by roll call: Alvis–yes; Buckler – yes; Christensen – yes; Fickess – yes; Kelly – yes; Hays-Martin– yes; Howard– yes; Kelly– yes; Medrow– yes; Miller-Ryan– yes; Pringle – yes; and Powell – yes. The motion passed unanimously.

Columbia Boone County Library District:

Travis Pringle, Columbia Boone County Library District President reported that the Columbia Boone County Library District met on May 29 to approve a slate of officers for 2026 2027 The slate is as follows: President, Travis Pringle, Vice President Jennifer Rodewald, Secretary and Warrant Officer Seth Christensen.

ACTION: Pringle moved to approve the 2026-2027 slate of officers as proposed. Christensen seconded. The vote was taken by roll call: Alvis–yes; Buckler – yes; Christensen – yes; Fickess – yes; Kelly – yes; Hays-Martin– yes; Howard– yes; Kelly– yes; Medrow– yes; Miller-Ryan– yes; Pringle – yes; and Powell – yes. The motion passed unanimously.

New Business

None.

Staff Announcements

None.

Board Comments/Announcements

Travis Pringle encouraged anyone who can to go to the Adult Book Fair. He has attended for the last two years and feels it is a lot of fun and worth attending.

Closed Session

ACTION: Miller-Ryan moved to enter a closed session concerning matters of personnel as authorized under RS Mo 610. Buckler seconded. The vote was taken by roll call: Alvis–yes; Buckler – yes; Christensen – yes; Fickess – yes; Kelly – yes; Hays-Martin– yes; Howard– yes; Kelly– yes; Medrow– yes; Miller-Ryan– yes; Pringle – yes; and Powell – yes. The motion passed unanimously and the board entered closed session at 6:42 p.m.

**Daniel Boone Regional Library
Minutes, Meeting of June 11, 2026**

Open Session resumed at 7:10 p.m.

Other Business

Seth Christensen, Chair of the Evaluation Committee, presented the committee's recommendation to offer a one-year contract to current Executive Director, Robin Westphal with a 5% increase in salary and a yearly evaluation.

ACTION: The vote was taken by roll call: Alvis—yes; Buckler – yes; Christensen – yes; Kelly – yes; Hays-Martin– yes; Howard– yes; Kelly– yes; Medrow– yes; Miller-Ryan– yes; Pringle – yes; and Powell – yes. The contract offer recommendation passed unanimously.

Adjournment

Hearing no further business, Cori Miller-Ryan adjourned the meeting at 7:25 p.m.

Minutes recorded by Karen Crago

Jean Howard, Board Secretary

The Director's Report

Daniel Boone Regional Library (DBRL)

July 16, 2026

Upcoming Meetings and Events

July 16 Columbia and Boone County Library District (CBCLD) Board Meeting
July 29 DBRL Foundation Board Meeting
August 13 DBRL Regional Board Meeting

Personnel - May Updates

New Hires:

- 6/1 Sam Scott joining as Library Aide-Kiosk/Shelving - 16hrs - CPL
- 6/15 Addy Slusher joining as Social Work Specialist - 40hrs - CPL
- 6/29 Jen Gravley joining as Librarian - 40hrs - CCPL
- 6/29 Kat Pratt joining as Library Aide-Kiosk/Shelving - 16hrs - CPL

Leaving:

- 6/13 Steve Friedman leaving – Library Aide-Kiosk/Shelving - 16hrs - CPL
- 6/19 Keiunna Thompson leaving - Library Associate - 40hrs - CCPL
- 6/27 Autumn Leitza leaving - Library Aide-Kiosk/Shelving - 12hrs - CPL

Changes/Transfers/Promotions:

- 6/6 Rose Weston move from 30hr Library Assistant to 40hr Library Assistant/Backup Courier - CPL
- 6/15 Sam Scott move from 16hr Library Aide-Kiosk/Shelving to 30hr Library Assistant - CPL
- 6/22 Serj Rieman-Johns move from 26hr Library Assistant to 30hr Library Assistant - CPL

Executive Director

The HVAC project at the Callaway County Public Library was completed on time! Staff began the process of moving items back to the library from the temporary location with a planned reopening date of July 13 and planned reopening celebration to be held on July 17th. The temporary location served as a great interim location but there's no place like home.

Robin, Erin, and Angela were presented with an opportunity to look at a potential offsite location (the One Broadway office building owned by City of Refuge) to help alleviate some of the space concerns we have at CPL. It was determined, with input from Department Managers and staff members, that moving any operations offsite is not in the best interest of staff and the operations of the library. While being presented with an opportunity like this was one we needed to explore, it was not a viable long term option.

Several members of the staff attended the Leadership Columbia graduation for Sheryl Bucklew. Sheryl is the latest in a consistent line of managers that have participated in the program.

Working with structural engineers, Angela submitted our roof replacement plans to the City to assure building code compliance. Because the city is using the 2018 International Building Code, which requires a layer of insulation that would require additional roof work, our plans

were denied. The engineers have appealed the ruling and we are now awaiting the city's comments on the appeal. Because of this, the roof project may have to be delayed until 2027. It is worth noting that our current plans would be acceptable using the 2024 International Building Code, which the city will be transitioning to in the near future.

Chris Heitman, Safety and Security Manager, and his team have been working to identify blind spots in all of our facilities where security cameras coverage is lacking. This has always been a concern, but the concern was heightened by the recent indecent exposure incident at CPL where a lack of camera coverage brought to light our vulnerabilities. Upgrades to our camera system have reached priority level and Chris is currently meeting with representatives from companies that provide camera systems and the software needed to manage the system. If the CPL roof project is not going to happen in 2026, the library might begin work on phasing in a new system.

The strategic planning process is going well. DBRL's Long Range Planning committee met to discuss the process and also to review and approve new Mission and Vision statements. Surveys have gone out to the general public, staff, and the library's many community partners. The Board survey is forthcoming!

Public Relations/Media Report

June was an active media month for library-related stories. DBRL Executive Director Robin Westphal was interviewed by KBIA for its story "Missouri librarians brace for possible Trump budget cuts." Several outlets picked up the story through Missouri News Network including the newspaper Southeast Missouri in Cape Girardeau, Yahoo, Missouri Independent and the website newsfromthestates.com. Another KBIA reporter interviewed Westphal for the story "Missouri libraries see increased demand as inflation strains household budgets," and the reporting was also distributed through the Missouri News Network. The story ran in the Columbia Missourian and in the News Tribune. Cooling centers are a hot topic every summer, and as expected, CPL was listed as one of the cooling center locations in the Missourian, the Columbia Daily Tribune and on KOMU.

Several other library topics were covered by the local media. KRCG interviewed Youth and Community Services manager Sarah Howard for its report "Missouri to freeze Dolly Parton Imagination Library sign-ups July 1 after funding." KOMU interviewed Community Outreach Manager Abbey Rimel for its story "Missouri overhauls its teaching methods for reading to address literacy gaps." The News Tribune featured a photo of HSPL's class "DJing for Beginners." The Columbia Missourian visited with CPL Librarian Hilary Aid for its article "Mornings at the River cultivates an 'ecosystem of mattering' for families." AOL picked up DBRL's Literary Links column "Before diving into the 2026 *One Read* novel, check out these contenders." Development Manager Joe Facticeau appeared on the Daily Blend to talk about the DBRL Foundation's bookmobile fundraising campaign. The interview was also posted on KOMU's website.

Public Services

Youth Services

The Youth Services team saw outstanding attendance numbers in June with 378 people participating in the CPL Roar & Explore - A Dinosaur Adventure and 432 people attending the regional Sounds like Science Programs with Mad Science.

Adult Services

On July 8 the team will be placing a large TV screen on a stand near the circle of tea-cup chairs between the New Books and YA section at the Columbia Public Library to display live camera footage of natural scenes related to the Summer Reading theme (Kilauea Volcano, Hawaii USGS; Dueling Dinos, North Carolina Museum of Natural Sciences; and Carlsbad Caverns Entrance to Bat Cave). This is a pilot project based on possible benefits of watching live web cams of natural environments (Provides stress relief, fosters community engagement, provides connection to the natural world, etc.).

Also on July 8, library associates Karena Tse and Sarah Skerlec will be hosting our first Easy English Cafe, a monthly program for non-native English speakers to practice reading and speaking together at the library. Join us for conversation, reading, games and activities in an informal, drop-in setting. Sarah and Karena have spoken with contacts at City of Refuge, Como Comunidad, and the Columbia Area Career Center to gather advice and to structure this program in a way that will complement their services and classes. This program serves a portion of our population not reached by most of our programming and addresses two of our strategic plan goals: Excellence Through Diversity, Equity & Inclusion (DEI) and Community-Centered Services.

Columbia Passport Services had a very positive inspection by the Dept of State on 6/30/26. We are proud of an error rate of 0.9% in the last 12 months (we will attempt to lower that)!

Recent Meetings and Events

June 18	DBRL Finance Committee Meeting
June 19	Library Closed - Juneteenth
June 24	Leadership Columbia Graduation
June 24-30	ALA Conference
June 25	DBRL Finance Committee Meeting
June 30	EV Charging Station Grant Open House
July 4-5	Library Closed - Independence Day
July 16	DBRL Board Meeting

FINANCIAL REPORT

June 30, 2026



Daniel Boone Regional Library
Operating Fund Balance Sheet
As of June 30, 2026

	CURRENT YEAR	PRIOR YEAR
Assets		
CURRENT ASSETS		
Checking	1,904,157	1,040,102
Petty Cash	1,150	950
Circulation Cash in Safe	500	500
Callaway Savings	298	298
Cash in Custody Boone County	19,348,621	19,626,553
Inventory	3,007	2,442
Accounts Receivable	-	66
Accrued Interest	51,105	52,205
Due From Foundation	17,459	863
Prepaid Expenditures	24,181	33,301
Total Current Assets	<u>\$ 21,350,478</u>	<u>\$ 20,757,280</u>
FIXED ASSETS		
Land	1,702,265	1,702,265
Automotive Equipment	669,807	669,807
Furniture and Equipment	4,196,524	4,065,839
Callaway County Building	2,185,157	2,185,157
Columbia Building	24,843,130	24,754,781
Leasehold Improvements	80,067	80,067
Total Fixed Assets	<u>\$ 33,676,950</u>	<u>\$ 33,457,915</u>
OTHER ASSETS		
To Be Provided for Long-term Debt	798,003	682,122
Total Other Assets	<u>798,003</u>	<u>682,122</u>
Total Assets	<u><u>\$ 55,825,431</u></u>	<u><u>\$ 54,897,318</u></u>
Liabilities and Fund Balance		
CURRENT LIABILITIES		
Accounts and Salaries Payable	1,909	1,786
Retainage Payable	34,096	-
Unreimbursed Medical	(1,455)	517
Dependent Care	3,503	3,880
Entertainment Tax Withholding	98	72
Liabilities Accrued & Withheld	(119,120)	(105,139)
Total Current Liabilities	<u>\$ (80,969)</u>	<u>\$ (98,884)</u>
LONG TERM LIABILITIES		
Accrued PTO	741,294	633,648
Accrued FICA	56,709	48,474
Total Long Term Liabilities	<u>798,003</u>	<u>682,122</u>

Daniel Boone Regional Library
Operating Fund Balance Sheet
As of June 30, 2026

	CURRENT YEAR	PRIOR YEAR
Total Liabilities	<u>\$ 717,034</u>	<u>\$ 583,238</u>
FUND BALANCE		
Fund Balance	15,826,685	14,327,510
Fund Balance, Current Year	5,604,672	6,528,654
Invested in General Fixed Assets	<u>33,676,950</u>	<u>33,457,916</u>
Total Fund Balance	<u>\$ 55,108,307</u>	<u>\$ 54,314,080</u>
Total Liabilities and Fund Balance	<u><u>\$ 55,825,341</u></u>	<u><u>\$ 54,897,318</u></u>

Daniel Boone Regional Library
Statement of Revenues and Expenditures
General Fund
Month and Year-To-Date Period Ended June 30, 2026

	CURRENT MONTH	YEAR TO DATE-ACTUAL	ANNUAL BUDGET	REMAINING BUDGET	YTD AS % OF BUDGET	PRIOR YEAR TO DATE-ACTUAL
REVENUES						
Property Taxes						
Callaway County	\$ 15,835	\$ 2,907,852	\$ 2,958,483	\$ (50,631)	98%	\$ 2,778,317
Columbia and Boone County	37,124	10,764,420	11,900,647	(1,136,227)	90%	9,963,818
Total Tax Revenue	\$ 52,959	\$ 13,672,272	\$ 14,859,130	\$ (1,186,858)	92%	\$ 12,742,135
Investment Interest on Taxes	56,619	155,314	430,900	(275,586)	36%	96,672
Interest on Checking	6,634	49,019	54,100	(5,081)	91%	27,742
Unrealized Gain or (Loss)	-	203,506	-	203,506	0%	661,467
Total Investment Revenues	\$ 63,253	\$ 407,839	\$ 485,000	\$ (77,161)	84%	\$ 785,881
State Aid	-	79,719	159,398	(79,679)	50%	79,679
Athletes and Entertainers Tax	-	80,000	160,000	(80,000)	50%	80,000
Contributions	49	81,238	719,950	(638,712)	11%	56,478
Copy and Printing Income	2,155	16,109	34,000	(17,891)	47%	17,042
Other Income	14,891	134,788	238,500	(103,712)	57%	125,658
Total Unrestricted Revenues	\$ 133,307	\$ 14,471,965	\$ 16,655,978	\$ (2,184,013)	87%	\$ 13,886,873
CURRENT FUNDS RESTRICTED						
Grants	-	7,512	60,000	(52,488)	13%	124,705
Total Restricted Revenue	-	7,512	60,000	(52,488)	13%	\$ 124,705
Total Revenue	\$ 133,307	\$ 14,479,477	\$ 16,715,978	\$ (2,236,501)	86.62%	\$ 14,011,578
EXPENDITURES						
Salaries and Benefits						
Regional Administration	138,138	829,827	1,861,778	1,031,951	45%	704,207
Building and Grounds	27,208	166,439	354,640	188,201	47%	160,687
Patron Services	350,558	2,143,063	4,749,423	2,606,360	45%	2,084,799
Collection Services and IT	91,386	557,544	1,211,351	653,807	46%	514,031
Total Salaries	\$ 607,290	\$ 3,696,873	\$ 8,177,192	\$ 4,480,319	45%	\$ 3,463,724
FICA & Medicare	44,578	271,530	625,555	354,025	43%	253,969
Health and Dental Insurance	107,557	584,380	1,128,802	544,422	52%	512,835
Life Insurance	413	2,454	6,166	3,712	40%	2,331
Retirement Plan	94,985	617,881	1,263,016	645,135	49%	542,483
Short-term Disability	2,885	16,849	31,900	15,051	53%	15,887
Unemployment Insurance	-	-	6,500	6,500	0%	-
Total Salaries and Benefits	\$ 857,708	\$ 5,189,967	\$ 11,239,131	\$ 6,049,164	46%	\$ 4,791,229
Library Materials						
Books, Periodicals and AV	\$ 177,901	\$ 1,131,123	\$ 2,124,958	\$ 993,835	53%	\$ 1,091,219
General Operating						
Association Dues	155	4,744	10,351	5,607	46%	5,398
Conference/Seminar/Staff Training	2,575	27,485	76,850	49,365	36%	29,416
MOREnet	-	8,621	20,000	11,379	43%	7,898
Personal Vehicle Mileage	44	802	3,500	2,698	23%	1,708
Postage and Mailing	14,154	62,977	112,910	49,933	56%	67,886
Printing	750	18,891	60,100	41,209	31%	17,735
Professional Fees	20,635	81,198	157,000	75,802	52%	60,818
Programming	34,162	93,072	203,650	110,578	46%	64,989
Supplies and other expenditures	16,459	462,305	682,373	220,068	68%	381,940
Trustee Development	339	1,571	10,840	9,269	14%	1,613
Tuition Reimbursement	-	-	13,500	13,500	0%	1,500

Daniel Boone Regional Library
Statement of Revenues and Expenditures
General Fund
Month and Year-To-Date Period Ended June 30, 2026

	CURRENT MONTH	YEAR TO DATE-ACTUAL	ANNUAL BUDGET	REMAINING BUDGET	YTD AS % OF BUDGET	PRIOR YEAR TO DATE-ACTUAL
CURRENT FUNDS RESTRICTED						
Grants	4,883	12,808	60,000	47,192	21%	10,915
Total General Operating Expenditures	\$ 94,156	\$ 774,474	\$ 1,411,074	\$ 636,600	55%	\$ 651,816
Building Operations and Maintenance						
Building Maintenance	56,701	345,980	586,037	240,057	59%	298,902
Electric/Water Utilities	21,881	100,378	285,104	184,726	35%	97,131
Facility Rent	5,928	132,966	177,984	45,018	75%	123,833
Gas/Utilities	5,377	41,002	51,603	10,601	79%	31,349
Insurance Building and Liability	2,546	175,450	193,832	18,382	91%	155,263
Library Vehicle Maintenance	7,085	26,180	53,425	27,245	49%	19,833
Machine Maintenance	1,755	12,088	39,086	26,998	31%	34,005
Telephone/Utilities	3,970	25,259	88,579	63,320	29%	32,270
Total Building Operations	\$ 105,243	\$ 859,303	\$ 1,475,650	\$ 616,347	58%	\$ 792,586
Total Current Expenditures	\$ 1,235,008	\$ 7,954,867	\$ 16,250,813	\$ 8,295,946	49%	\$ 7,326,850
Revenue Over (Under) Expenditures	\$ (1,101,701)	\$ 6,524,610	\$ 465,165	\$ (10,532,447)		\$ 6,684,728
Capital Outlay						
Furniture, Equipment, Capital Outlay	195,624	919,938	2,257,850	1,337,912	41%	156,074
Total Capital Outlay	\$ 195,624	\$ 919,938	\$ 2,257,850	\$ 1,337,912	41%	\$ 156,074
Total Expenditures	\$ 1,430,632	\$ 8,874,805	\$ 18,508,663	\$ 9,633,858	48%	\$ 7,482,924
Revenue Over (Under) Expenditures	\$ (1,297,325)	\$ 5,604,672	\$ (1,792,685)	\$ 7,397,357		\$ 6,528,654

DBRL Monthly Report

June 2026

Reports

1. The Balance Sheet is presented on pages 1 and 2.
2. The Statement of Revenues and Expenditures reports on pages 3 - 4 illustrate how the actual expenditures compare to the line items, which are grouped to form budget categories. The line item amounts that make up the categories may be over or under as long as the total budgeted expenditures are not exceeded. The Budget Categories are "Total Salaries and Benefits," "Books, Periodicals and AV," "Total General Operating," "Total Building Operations," and "Total Capital Outlay."

Assets

1. Checking is more than the previous year because we needed cash on-hand to complete projects such as the CPL roof replacement, CCPL HVAC replacement, etc. (page 1).
2. Petty Cash increased because we increased the CPL petty cash in August 2025 (page 1).
3. Cash in Custody Boone County decreased because of needing cash on hand for the CPL roof replacement project (page 1).
4. Inventory "Current Year" column is the food and other supplies held on December 31, 2025 by the library staff for sale at the library and kiosk (page 1).
5. The Accrued Interest line reflects accrued interest as of December 31, 2025 (page 1).
6. Due from Foundation represents the amount due for the Foundation's 2025 review of financial report, supplies and postage and printing for bookmobile fundraiser (page 1).
7. Prepaid represents the portion of software licenses and subscriptions paid for CY 2027 (page 1).
8. The Fixed Assets section represents the value of fixed assets at December 31, 2025 adjusted for 2026 asset disposals (page 1).
9. To Be Provided for LT Debt is the offset for the compensated leave liability discussed later (page 1).

Liabilities

1. Retainage Payable represents the amount retained until the CCPL HVAC replacement project is complete (page 1).
2. Unreimbursed Medical reports a credit balance for the claims made as part of the Cafeteria Program (page 1). We anticipate the credit balance will decrease when funds are deducted from the employees' checks later in the year.
3. Dependent Care has a liability for the funds that have not been claimed as part of the cafeteria program (page 1).
4. Entertainment Tax Withholding is a two (2) percent tax that is imposed on all fees greater than \$300 paid to out-of-state performers (page 1). This tax is remitted quarterly to the Missouri Department of Revenue.

DBRL Monthly Report June 2026

5. Liabilities Accrued and Withheld represents the DBRL's payment to the vendor for June health insurance premiums (page 1). This credit will be offset by health premium deductions from employee payroll checks next month.
6. Long Term Liabilities represents the compensated leave liability for the Paid Time Off (PTO) balances at December 31, 2025 (page 1).

Revenue

1. The Property Taxes received are as expected for the month of June (page 3). The Statement of Revenue and Expenditures reflects library tax income through June for the Columbia and Boone County and Callaway County Library Districts.
2. May and June interest income information has not been received from the Boone County Treasurer (page 3).
3. Interest on Checking is more than last year because we have a larger cash balance on-hand this year (page 3).
4. Unrealized Gain or (Loss) represents the reversal of the GASB 31 requirement to value our Investments at market value at year-end (page 3). This amount will be netted against the unrealized gain or (loss) at the end of 2026 to determine the total unrealized gain or (loss) for calendar year 2026.
5. Athletes and Entertainers Tax is expected to be under budget by \$40,000 since the Missouri State Legislature cut the appropriation.

Expenditures

1. Salaries and Fringe Benefits reports forty-six (46) percent expended (page 3).
 - Health and Dental Insurance employee participation was more than planned as part of the budget.
 - Short-term Disability premiums were more than planned as part of the budget.

We expect all line items to be within budget with the exception of Short-term Disability and Health and Dental Insurance, which we expect will be covered by other line items being under budget.
2. The General Operating Budget reports fifty-five (55) percent expended (pages 3-4). A few line items worth mentioning are Postage and Mailing; Professional Fees; and Supplies. We expect all lines to be within budget at year-end.
 - Postage and Mailing "Year to Date-Actual" column is fifty-six (56) percent expended due to the timing of bulk mailing payments.
 - Professional Fees "Year to Date-Actual" column is fifty-two (52) percent expended due to the timing of professional service needs.
 - Supplies "Year to Date-Actual" column is sixty-eight (68) percent expended due to the timing of supply and other expenditure needs.

DBRL Monthly Report

June 2026

3. Building Operations and Maintenance reports fifty-eight (58) percent expended (page 4). A few line items worth mentioning are Building Maintenance; Facility Rent; and Insurance Building and Liability.
 - Building Maintenance “Year to Date-Actual” column is fifty-nine (59) percent expended because of more HVAC, electrical, elevator and other repairs needed than planned as part of the budget.
 - Facility Rent SBCPL is paid through October 15, 2026. HSPL rent is paid through June 30, 2026. Facility Rent includes renting a temporary facility from March 15, 2026 to July 31, 2026 while the CCPL HVAC replacement project is completed.
 - Insurance Building and Liability represents a portion of the library’s annual payment for its policies.

We expect all line items to be within budget with the exception of Building Maintenance Facility Rent, which we expect will be covered by other line items being under budget.

4. Furniture, Equipment, Capital Outlay includes the CCPL HVAC replacement project invoices, CPL roof replacement invoices and purchases of maintenance equipment, computer equipment and furniture approved in the CY 2026 budget (page 4).

SERVICE REPORT - MAY 2026

DANIEL BOONE REGIONAL LIBRARY

<u>MONTH</u>			<u>CUMULATIVE</u>			
<u>2026</u>	<u>2025</u>		<u>CIRCULATION STATISTICS</u>	<u>2026</u>	<u>2025</u>	
107,004	110,850	-3.5%	Columbia Public Library	514,578	543,020	-5.2%
5,170	7,687	-32.7%	Callaway County Public Library	33,198	39,985	-17.0%
5,946	5,713	4.1%	Southern Boone County Public Library	26,840	29,073	-7.7%
4,942	5,467	-9.6%	Holts Summit Public Library	25,091	25,941	-3.3%
114,523	109,833	4.3%	Digital Branch (eBks, downloadable audiobks & magazines)	576,028	538,484	7.0%
5,896	5,906	-0.2%	Outreach Circulation	28,866	28,469	1.4%
950	912	4.2%	Library-To-Go Circulation (Hallsville)	4,672	4,536	3.0%
244,431	246,368	-0.8%	Total Materials Circulated	1,209,273	1,209,508	0.0%
<u>LIBRARY VISITS</u>						
31,720	29,913	6.0%	Columbia Public Library	170,613	160,560	6.3%
0	3,701	-100.0%	Callaway County Public Library	9,581	22,056	-56.6%
2,910	2,758	5.5%	Southern Boone County Public Library	15,235	14,844	2.6%
0	1,930	-100.0%	Holts Summit Public Library	0	8,147	-100.0%
1,047	1,230	-14.9%	Bookmobile	5,390	5,133	5.0%
245	250	-2.0%	Delivery Services	1,336	1,150	16.2%
<u>ELECTRONIC SERVICES</u>						
110,747	106,148	4.3%	DBRL Page Views (Non-Catalog)	547,965	521,906	5.0%
2,777	2,412	15.1%	Database Uses	13,499	13,053	3.4%
4,382	5,042	-13.1%	Internet Computer Sessions	24,403	24,531	-0.5%
4,780	4,959	-3.6%	Wireless Access Point Uses	22,998	24,671	-6.8%
<u>REFERENCE / OTHER NON-CIRCULATION CONTACTS</u>						
9,895	9,689	2.1%	Columbia Public Library	55,291	51,951	6.4%
366	1,127	-67.5%	Callaway County Public Library	3,780	5,462	-30.8%
882	911	-3.2%	Southern Boone County Public Library	4,202	4,418	-4.9%
699	709	-1.4%	Holts Summit Public Library	3,152	3,135	0.5%
<u>PROGRAMS / COMMUNITY EVENTS</u>						
147	136	8.1%	Library Programs	798	676	18.0%
2,958	3,131	-5.5%	Number in Attendance	17,703	14,249	24.2%
12	18	-33.3%	Tours, Booths and Presentations	79	82	-3.7%
1,682	2,986	-43.7%	Estimated Number in Attendance	4,488	5,897	-23.9%

<u>MONTH</u>			<u>MEETING ROOM USES</u>	<u>CUMULATIVE</u>		
<u>2026</u>	<u>2025</u>			<u>2026</u>	<u>2025</u>	
69	60	15.0%	Community Groups Using Rooms (CPL)	326	320	1.9%
88	85	3.5%	Library-related Uses (CPL)**	431	454	-5.1%
0	0		Community Groups Using Rooms (CCPL)	17	16	6.3%
0	20	-100.0%	Library-related Uses (CCPL)**	45	94	-52.1%
5	9	-44.4%	Community Groups Using Rooms (SBCPL)	43	70	-38.6%
25	18	38.9%	Library-related Uses (SBCPL)**	144	92	56.5%
5	0		Community Groups Using Rooms (HSPL)	15	10	50.0%
17	16	6.3%	Library-related Uses (HSPL)**	80	57	40.4%
<u>MATERIALS STATISTICS</u>						
357,068	355,214	0.5%	Books			
12,548	13,437	-6.6%	Spoken Recordings			
15,467	15,548	-0.5%	Music Recordings			
35,771	37,139	-3.7%	Video Recordings			
237	163	45.4%	Devices			
1,511	1,298	16.4%	Kits			
106,241	103,843	2.3%	Digital Materials			
528,843	526,642	0.4%	Total Materials			

** Includes use by the Friends groups, library boards and committees, staff meetings and library programs.

Service Report: May 2026

Circulation

Compared to May of 2025, Circulation statistics have decreased at every location with the exception of the Digital Branch, Southern Boone County Public Library, and the Library-To-Go Lockers. The Callaway County Public Library saw the largest decrease in circulation of 32.6%, which is a trend we expect to see with the closure of the building for the HVAC replacement.

Library Visits

The door counter at the Holts Summit Public Library (HSPL) remains broken as seen by the zero data for May 2026 and the Callaway County Public Library is also zero for the month as we are unable to access the data due to the HVAC replacement. The Bookmobile saw a decrease in visits due to missing five centers while closed for Memorial Day. Other locations saw slight fluctuations.

Electronic Services

Database usage has increased again this month when compared to 2025 data. Regan Richards, Web Developer, commented that this rise is again due to visits (342 uses) to our new resource, the "New York Times All Access" which we started offering in February. Another new resource, the Wall Street Journal (61 uses) also accounts for some of the 15.1% increase in subscription resources usage since this month last year.

Internet Computer Sessions and WIFI Usage have both continued to show decreases compared to usage in 2025 due to the lack of usage at CCPL during the HVAC replacement.

Reference/ Other Non-Circulation Contacts

Reference and Non-Circulation Contacts fluctuated minorly at most locations, while the CCPL closure continues to affect this data as well. While the temporary location is open, its decreased size and usage caused the 67.5% decrease seen on the report.

Programs/Community Events

Compared to May of 2025, Library programs have increased in number by 8.1% while decreasing in attendance by 5.5%. While 147 programs were reported, 11 were cancelled, placing the number of programs closer to the number in May of 2025. Tours, Booths and Presentations saw a decrease in both number and attendance similar to last month.

Notary Services

In the month of May, our notaries completed 530 notarizations for a total of 2,752 notarizations in 2026 thus far.

Passport Services

In the month of May, our team processed 153 new passport applications.

Social Work

Our Social work department made 108 patron contacts in the month of May.

SERVICE REPORT - JUNE 2026

DANIEL BOONE REGIONAL LIBRARY

<u>MONTH</u>			<u>CIRCULATION STATISTICS</u>	<u>CUMULATIVE</u>		
<u>2026</u>	<u>2025</u>			<u>2026</u>	<u>2025</u>	
111,146	116,752	-4.8%	Columbia Public Library	625,724	659,772	-5.2%
4,981	8,520	-41.5%	Callaway County Public Library	38,179	48,505	-21.3%
6,316	6,205	1.8%	Southern Boone County Public Library	33,156	35,278	-6.0%
6,083	5,078	19.8%	Holts Summit Public Library	31,174	31,019	0.5%
110,461	107,306	2.9%	Digital Branch (eBks, downloadable audiobks & magazines)	686,489	645,790	6.3%
7,099	6,766	4.9%	Outreach Circulation	35,965	35,235	2.1%
983	919	7.0%	Library-To-Go Circulation (Hallsville)	5,655	5,455	3.7%
247,069	251,546	-1.8%	Total Materials Circulated	1,456,342	1,461,054	-0.3%
<u>LIBRARY VISITS</u>						
33,778	30,742	9.9%	Columbia Public Library	204,391	191,302	6.8%
0	4,204	-100.0%	Callaway County Public Library	9,581	26,260	-63.5%
3,186	2,586	23.2%	Southern Boone County Public Library	18,421	17,430	5.7%
0	1,775	-100.0%	Holts Summit Public Library	0	9,922	-100.0%
1,101	1,129	-2.5%	Bookmobile	6,491	6,262	3.7%
287	249	15.3%	Delivery Services	1,623	1,399	16.0%
<u>ELECTRONIC SERVICES</u>						
110,661	99,189	11.6%	DBRL Page Views (Non-Catalog)	658,626	621,095	6.0%
3,089	2,168	42.5%	Database Uses	16,588	15,221	9.0%
4,602	4,703	-2.1%	Internet Computer Sessions	29,005	29,234	-0.8%
4,489	4,621	-2.9%	Wireless Access Point Uses	27,487	29,292	-6.2%
<u>REFERENCE / OTHER NON-CIRCULATION CONTACTS</u>						
11,137	10,219	9.0%	Columbia Public Library	66,428	62,170	6.8%
393	1,033	-62.0%	Callaway County Public Library	4,173	6,495	-35.8%
912	840	8.6%	Southern Boone County Public Library	5,114	5,258	-2.7%
831	741	12.1%	Holts Summit Public Library	3,983	3,876	2.8%
<u>PROGRAMS / COMMUNITY EVENTS</u>						
148	134	10.4%	Library Programs	946	810	16.8%
4,334	3,679	17.8%	Number in Attendance	22,037	17,928	22.9%
16	12	33.3%	Tours, Booths and Presentations	95	94	1.1%
1,203	841	43.0%	Estimated Number in Attendance	5,691	6,738	-15.5%

<u>MONTH</u>			<u>MEETING ROOM USES</u>	<u>CUMULATIVE</u>		
<u>2026</u>	<u>2025</u>			<u>2026</u>	<u>2025</u>	
58	71	-18.3%	Community Groups Using Rooms (CPL)	384	391	-1.8%
100	64	56.3%	Library-related Uses (CPL)**	531	518	2.5%
0	0		Community Groups Using Rooms (CCPL)	17	16	6.3%
0	21	-100.0%	Library-related Uses (CCPL)**	45	115	-60.9%
12	5	140.0%	Community Groups Using Rooms (SBCPL)	55	75	-26.7%
29	21	38.1%	Library-related Uses (SBCPL)**	173	113	53.1%
4	1	300.0%	Community Groups Using Rooms (HSPL)	19	11	72.7%
27	16	68.8%	Library-related Uses (HSPL)**	107	73	46.6%
<u>MATERIALS STATISTICS</u>						
357,368	354,035	0.9%	Books			
12,470	13,372	-6.7%	Spoken Recordings			
15,430	15,527	-0.6%	Music Recordings			
35,991	37,318	-3.6%	Video Recordings			
237	163	45.4%	Devices			
1,524	1,377	10.7%	Kits			
106,561	104,093	2.4%	Digital Materials			
529,581	525,885	0.7%	Total Materials			

** Includes use by the Friends groups, library boards and committees, staff meetings and library programs.

Service Report: June 2026

Circulation

Compared to June of 2025, our total circulation statistics have decreased by 1.8% with the decrease in circulation at the Callaway County Public Library driving the decrease during the closure for the HVAC replacement.

Library Visits

The door counter at the Holts Summit Public Library (HSPL) remains broken as seen by the zero data for June 2026 and CCPL visits are also zero for the month as we are unable to access the data due to the HVAC replacement. The Southern Boone County Public Library and Delivery Services saw the largest increases in visits with increases of 23.2% and 15.3%, respectively.

Electronic Services

Compared to June 2025, Database Usage has seen an impressive 42.5% increase, while only increasing by 11% compared to last month. Regan Richards, Web Developer, commented that the additional usage is again partly due to the "New York Times All Access" subscription which saw over 260 uses in June. Although other subscriptions also increased slightly this month, Regan attributes the large increase to the dip seen in usage in 2025.

Internet Computer Sessions and WIFI Usage have both decreased slightly compared to June of 2025, due to the lack of usage at CCPL due to the building being shut down for the HVAC replacement.

Reference/ Other Non-Circulation Contacts

Reference and Non-Circulation Contacts saw slight fluctuation at most locations, while the CCPL closure affected this data as well. While the temporary location is open, its decreased size and usage caused the 62% decrease seen on the report.

Programs/Community Events

When compared to June of 2025, both Library Programs and Tours, Booths, and Presentations have increased in number and in attendance. High attendance Library Programs this month included Water Play (158 People), Roar & Explore (200 People), and Kids Songs With Violet (210 People) while high attendance Tours, Booths, and Presentations included Mornings at the River (151 People), Bookmobile at Fulton Street Fair's Touch a Truck (214 People), and Book Bike at the Columbia Farmers Market (384 People).

Notary Services

In the month of June, our notaries completed 552 notarizations for a total of 3,304 notarizations in 2026 thus far.

Passport Services

In the month of April, our team processed 167 new passport applications.

Social Work

Our Social work department made 97 patron contacts in the month of May. Rebecca Dykhous reports recent months being slower, but with more complex cases. She anticipates higher numbers in July as temperatures continue to soar. She and Addy Slusher, Social Work Specialist, had begun a new system for documentation and will begin tracking patron contacts, hygiene kits, snack packs, and CoMo Mobile Aid lunch distribution for again in July.

Daniel Boone Regional Library Workers United

AFSCME Local 3311 – Board Report

Reporting Period: [July, 2026]

Daniel Boone Regional Library Workers United (AFSCME Local 3311) continues to represent bargaining unit employees across the Daniel Boone Regional Library system. As Missouri's first unionized public library workforce, our local remains committed to fostering a collaborative, professional relationship with library administration while advocating for the interests of our members and the quality of library service provided to our communities.

AFSCME is the American Federation of State, County, and Municipal Employees. It is a trade union of public employees in the United States. It was founded in 1932, and is part of the AFL-CIO.

Our current leadership and list of stewards are available on our information page on the DBRL intranet.

Membership and Engagement

- Our local welcomes new employees into the union and educates staff about the rights and benefits provided under our collective bargaining agreement.
- Stewards and officers remain available to assist members with workplace questions, contract interpretation, and representation when needed.
- Member engagement remains a priority through regular membership meetings, and ongoing communication.

Labor-Management Relations

- Union leadership continues to meet with library administration to address workplace concerns, clarify contract provisions, and resolve any arising issues.
- We remain committed to productive labor-management collaboration that supports both employees and the mission of the Daniel Boone Regional Library.

Contract Administration

- The local monitors implementation of the collective bargaining agreement ratified in December 2023, ensuring that contractual provisions are applied consistently and fairly.
- Union representatives work with members and management to identify areas where clarification or improvements may be beneficial as experience under the agreement grows.

- Union Representatives are preparing to negotiate our successor contract to take effect January 1, 2027.

Training and Professional Development

- Officers and stewards continue to participate in AFSCME training opportunities to strengthen representation, grievance handling, leadership development, and labor-management collaboration. We hope to send two representatives to the biennial Convention in Chicago, IL. in August.

Recognition

- We are proud to share that one of our members, Recording Secretary Marida Fogle, is a recipient of the AFSCME Never Quit Service Award for her extraordinary work as a Union representative and Outreach Associate. The Never Quit Service Award recognizes members who go above and beyond in their respective communities. AFSCME visited CPL to record a short video highlighting Marida that will be shared with AFSCME members.

Looking Ahead

Over the coming months, Local 3311 will focus on:

- Strengthening communication with members.
- Supporting successful onboarding of new employees into the bargaining unit.
- Continuing constructive labor-management dialogue.
- Preparing for future contract administration and long-term planning. We recently sent out a survey to our membership to identify priorities for upcoming bargaining. We have open session hours over the next few weeks for group discussions of those priorities.
- Promoting a workplace that supports employee retention, professional growth, and excellent public library service.

We appreciate the Board's continued support of a respectful and productive relationship between library administration, employees, and AFSCME Local 3311. By working together, we can continue building a strong workplace that benefits employees, patrons, and the communities served by the Daniel Boone Regional Library.



Daniel Boone Regional Library

www.dbrl.org • (573) 443-3161 • 1-800-324-4806 • P.O. Box 1267, Columbia, MO 65205

TO: Daniel Boone Regional Library (DBRL) Board of Trustees

FROM: DBRL Finance Committee, Robin Westphal, Executive Director; Karen Crago; and Jim Smith

DATE: July 10, 2026

SUBJECT: Health, Dental and related Insurance Broker (Agenda Item #7a)

Acrisure has acquired the health insurance and related products broker services from Sundvold Financial, our current Health Insurance broker. Sundvold continues to be our 410(k)-retirement broker but no longer advises on Health and related product insurance. Since we do not have a contract with Acrisure our procurement policy requires DBRL to bid for health insurance broker services.

On May 1, 2026, we issued a Request for Qualifications (RFQ) for Health Insurance and related products broker services. The Scope of Services detailed the broker responsibilities and outlined the health insurance brokerage services that would be provided to the Daniel Boone Regional Library (DBRL) in support of the DBRL employee benefit program. Such services will include, but not be limited to:

- 1) reviewing and advising on appropriate health, dental and related products;
- 2) marketing placement of insurance;
- 3) reviewing vendor contracts and evidence of coverage;
- 4) conducting employee meetings to explain coverage;
- 5) acting as a liaison for the DBRL with the selected insurance companies;
- 6) developing and producing employee communications materials; and
- 7) working with designated DBRL personnel in effectively delivering insurance products to DBRL employees.

By June 3rd, DBRL staff had received five responses for the Health Insurance Broker RFQ from the following brokers:

- Acrisure, LLC
- Gallagher Insurance Group
- Hereth Insurance Consulting
- Legacy Insurance Group
- TIG Advisors/ Sunstar Insurance Group



Callaway County Public Library, 710 Court St., Fulton, MO 65251, (573) 642-7261

Columbia Public Library, 100 W. Broadway, Columbia, MO 65203, (573) 443-3161

Holts Summit Public Library, 188 W. Simon Blvd., Holts Summit, MO 65043, (573) 606-8770

Southern Boone County Public Library, 109 North Main St., Ashland, MO 65010, (573) 657-7378

The DBRL staff committee met on June 8th and evaluated the RFQ responses based on the selection criteria included in the RFQ. The staff committee felt that, while all five firms were excellent, the three that best met DBRL's needs were Acrisure, Hereth Insurance Consulting, and Legacy Insurance Group.

The DBRL Finance Committee, along with members of the staff committee, interviewed these three firms on June 18th and June 25th. The DBRL Finance Committee evaluated the firms on how well the firm representatives communicated their firm's abilities in the following areas:

1. Experience in the field of Health Insurance and related products as a Broker;
2. Experience of the staff assigned to support DBRL and our staff needs;
3. Experience providing the Scope of Services listed in the RFQ;
4. Communication plan for providing the services in the RFQ; and
5. Fees to be charged.

DBRL Finance Committee believed Hereth Insurance Consulting most clearly communicated their ability to advise and support DBRL administration and employees by sharing detailed communication plans and other strategies.

Recommendation:

DBRL Finance Committee approved a motion to recommend the DBRL Board of Trustees accept Hereth Insurance Consulting's proposal for the health and related insurance broker services.



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Daniel Boone Regional Library

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TO: Daniel Boone Regional Library (DBRL) Board of Trustees

FROM: DBRL Long Range Planning Committee, Robin Westphal, Executive Director; and Erin Magner, Associate Director of Public Services.

DATE: July 10, 2026

SUBJECT: Mission and Vision Statement Revision (Agenda Item #7b)

As part of DBRL's 2027 strategic planning process, Funding for Good facilitated a virtual Visioning Session on May 19 to review and refine DBRL's current mission and vision statements. Participants included Board Trustees, Leadership Team members and DBRLWU representation.

Mission and vision statements help clarify DBRL's purpose, direction and long-term aspirations before broader stakeholder engagement and the September strategic planning retreat. Funding for Good noted that the revised statements will serve as useful compass points, or a "North Star," for the upcoming two-day retreat.

Current Vision Statement	Proposed Revised Vision Statement from Visioning Session
<i>"DBRL strives to be at the heart of the community, a trusted resource and partner known for excellence, creativity and open, equitable access, connecting every person to opportunities for a lifetime of discovery, learning and joy."</i>	<i>"DBRL strives to be the heart of our communities, connecting everyone to information and meaningful experiences. "</i>

Participants felt the current vision statement included meaningful ideas, especially DBRL's role as the heart of the community and its focus on connection, access, discovery and learning. However, they also noted that the statement was too long, difficult to remember and less clear for a library system serving multiple communities.

Current Mission Statement	Proposed Revised Mission Statement from Visioning Session
<i>"Your library: connecting you to ideas, information, community life and each other."</i>	<i>"Your library: connecting you to ideas, information and each other."</i>

Participants felt the current mission statement was short, direct and generally accurate, but that "community life" was less clear and somewhat redundant.



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The proposed statements received strong support from session participants. Support for the vision statement moved from 1 “love it,” 3 “like it,” 9 neutral responses and 1 dislike to 8 “love it” and 3 “like it” responses. Support for the mission statement moved from 3 “love it,” 3 “like it” and 8 neutral responses to 9 “love it” and 2 “like it” responses.

The Long Range Planning Committee met on July 1 to review the proposed changes. The committee discussed adding “at” back into the statement, but decided to leave it as “be the heart” as it reflects DBRL as more than a location, but a living piece of the communities we serve. The committee was enthusiastic about the changes to the mission statement as well.

Recommendation:

DBRL Long Range Planning Committee approved a motion to recommend the DBRL Board of Trustees accept the proposed changes to the DBRL Mission and Vision Statements.



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