Boone County Library District
Minutes, Meeting of March 27, 2008

Call to Order

Robinson called the meeting to order at 4:35 P.M. in the Southern Boone County Public Library multipurpose room in Ashland, Missouri.

Roll Call and Determination of Quorum

Board members present were Jessica Robinson, President; Terri Brunner; Tiff Lauffer and Pat Powell. Linda Dellsperger was absent.

Also present were Melissa Carr, Director; Elinor Barrett, Kris Farris and Karen Neely, DBRL staff.

Public Comment

There was no public comment.

Approval of Minutes

There were no additions or corrections to the minutes of December 5, 2007. Robinson declared the minutes approved as written.

Southern Boone County Public Library Facility

Robinson stated that the DBRL Board passed a motion to extend the lease of the current Southern Boone County Public Library facility for one year with the option of four one-year extensions. She said she understood that other properties were available and asked if the board was interested in other facility options. Brunner and Powell agreed with Robinson that the board would be remiss not to review other options.

Robinson stated that based on the results of the election and the survey, and because the library is at the beginning of a strategic planning process, the dollar amount spent on a leased facility should stay close to the amount the library currently pays, and any leased facility should support the same level of services that the library currently offers. Robinson and Powell contemplated the possibility of a larger facility for the same dollar amount. Robinson stated that the board did not have a mandate from the public to look for something significantly larger or expand services at this point. Lauffer indicated that people in the area expressed a need for a larger facility in the range of 5,000-6,000 square feet. He pointed out that a larger building would have more room for programs. Lauffer stated that in his opinion, if the lease is currently $45,000 per year, then the library could go up to $50,000. Since the library is already established in the area he said that the library’s reserves could be used to spend more for expansion. Robinson observed that she supports looking at the options but she is hesitant about too much expansion without...
looking at the county and the district as a whole. Brunner agreed that she is not opposed to expanding in southern Boone County but the board needs to leave itself open to other needs in the county. Carr stated that she felt that any plans for expansion would grow out of the strategic planning process.

Robinson said that the board could ask the staff to go through some sort of formal process to identify properties that are no smaller than the property we currently lease and in a comparable price range. She qualified the request by stating that the library should make clear that it is requesting the information only for discussion purposes and the board’s consideration; she added that if the process is done informally some options may be missed.

Brunner offered that a school/public library partnership option could be explored. Carr mentioned that the last time this option-type was considered there was a concern about everyone being invited into the schools and concerns about the two libraries having different collection goals.

Discussion followed to clarify the consensus of the board. The board agreed they wanted to look at all the options that had at least the same square footage. Further discussion explored whether to look at options that cost no more than the current lease or to look within a comparable price range. Carr asked the board to consider if it was looking for a facility for the short term or for a longer amount of time, saying that property owners may require the library to sign a 5- or 10-year lease if renovations are required. Carr and Barrett also gave examples of additional expenditures if the library were to move, such as furniture and shelving, especially since the current shelves were from the 1970’s-era Columbia facility and would not survive being unbolted from the wall. Brunner, Powell and Robinson discussed the advantage of an option with the ability to expand. Minimum requirements were also reviewed such as ADA compliance, weight-bearing floors, electrical work, and site location.

The board discussed the proper way to update the regional board about the decisions made at this meeting and whether or not a motion was needed. Carr said that investigating alternative facilities would refocus staff priorities and she recommended that the Boone County board make a motion in order to provide the staff direction which will allow the staff to move forward. Barrett inquired if the board’s request was for an ad or a request for proposal. Robinson stated that her goal was to look at all the facility options, whether that meant placing an ad, newspaper editorial or an RFP. Carr said this would be a public process so people will know we are looking at options. She would confirm with Jim Smith as to whether or not a RFP was legally required.

Barrett inquired if this process would get direction from the service plan to prioritize space use and update collection goals. Brunner inquired about the need for public input. Carr said that staff needed to know if the board was looking to simply maintain the current level of services and add a little more space for the current collection and patrons, or if the board intended to increase the collection size and perhaps expand or change services based on the collection goals that will come out of the strategic planning process.
Robinson asked about the timing for updating the long range plan and the service plan. Carr said that the Long Range Planning Committee is meeting in late April, and she expected the planning process to take 12 months, but this will depend on what other projects staff members are asked to prioritize. Discussion followed, and Robinson stated that she felt that at this point the board should look at maintaining a current level of services, and the reason for looking at all of the options available is because we have been in our current location since 2000; looking at the range of options is the fiscally responsible thing to do. She added that there could be the potential to improve services simply by increasing the size of the facility to provide more room for those services. The board reached agreement that that main goal will be to at least maintain current services.

Robinson indicated the intent was to have the review of the options completed by the next quarter. Powell suggested in the next six weeks. Barrett pointed out that the process could be concluded for the next budget year and then should a new space be identified, any associated costs would be included in the 2009 budget. The board discussed how many ads should be placed in the newspaper and how long respondents should have to provide information, and Carr suggested two ads over two weeks, with a month provided for responses.

Powell moved to direct the staff to identify alternate leased facility options for Southern Boone County, with no less space than the current facility, within the current lease’s cost range, and for no longer than a ten-year lease. Brunner seconded. The motion passed unanimously. Robinson clarified that the staff would begin this work as directed following the April 10 DBRL Board meeting.

Board Comments and Announcements

There were no comments or announcements.

Public Comment

There was no public comment.

Adjournment

Robinson adjourned the meeting at 5:30 P.M.

Minutes recorded by Karen Neely.

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Board Secretary