Callaway County Library District  
Minutes, Meeting of August 28, 2014

Board members present were Mary Ann Beahon; Mary Fennel; Tonya Hays-Martin and Mike Luebbert, President. Terry K. Higgins was absent.

Also present were DBRL Director Melissa Carr and staff members Elinor Barrett, Amanda Burke, Greg Reeves, Jim Smith and Mitzi St. John.

Public Hearing  
Luebbert opened the public hearing at 12:00 p.m. and invited comment from the public. There were no members of the public in attendance. Luebbert closed the public hearing at 12:01 p.m.

Call to Order  
Luebbert called the meeting to order at 12:01 p.m. A quorum of members was present.

Public Comment  
There were no members of the public in attendance.

Approval of Minutes  
Hearing no changes, additions or deletions, Luebbert declared the minutes of August 14, 2014 approved as written.

Setting of the 2014 CCLD Operating Tax Rate  
Smith noted that the 2013 CCLD Operating Tax Rate was 19.58 cents per $100 of assessed valuation. Due to an estimated change in the assessed valuation of property in the district, the State Auditor has set a maximum tax rate of 19.49 cents per $100 of assessed valuation for the library district.

ACTION: Beahon moved, Fennel seconded setting the 2014 operational tax rate at 19.49 cents per $100 of assessed valuation. The vote was taken by roll call: Beahon – yes; Fennel – yes; Hays-Martin – yes; Luebbert – yes. The motion passed.

Next Steps for the CCLD  
Smith reviewed a memo showing the cumulative district allocation for CCLD from 2012 forward. He stated that DBRL’s Facilities Assessment (FA) report lists several major projects that will affect the district’s allocation in 2016 (replacing the CCPL cooling tower, HVAC control pumps and air handling units) and 2018 (replacing the chiller/boiler). The FA report estimates a cost of about $327,000 for this work. This estimate does not include the costs for other facility needs, such as recarpeting and furniture.

Carr stated that she believes the necessary work can be done with the current voter-approved tax rate. She stated that the Board and staff will be better informed about the need to make changes to the tax rate following the completion of several critical reports or surveys: the 2014 Community Survey; the ADA Self-Evaluation & Transition Plan, the 2017 Strategic Plan and the new Facilities Assessment Report. With information from those studies, plans and surveys, the district will know what tax rate is needed for future maintenance of collections and facilities as well as to make improvements to library services and facilities.

In response to a question from Luebbert, Carr stated that the last voter-approved tax rate adjustment was made in 2000.

The board discussed timing of going for an election and reaching out to specific portions of the county with information about the library.
Carr noted that questions specific to the CCLD can be included on the 2014 Community Survey. Trustees should tell staff if they think of specific topics to address that are important for this district.

In response to a question from Luebbert, St. John said there was no major theme to the written comments on the 2011 Community Survey.

Carr noted that staff have been discussing ways to let Holts Summit residents know about the locker system in their community, including adding a permanent sign, working with the schools and possibly sending a letter or postcard to residents.

Beahon suggested utilizing radio spots and the Jefferson City News-Tribune, which Holts Summit residents may read more than the Fulton Sun.

**Miscellaneous**

Carr noted that drainage issues on the west side of CCPL have caused some flooding on the first floor of the building. Staff are looking at options and trying some simple repairs. Carr will report to the Board if more expensive options are needed.

Beahon announced that she is moving to Columbia and will have to resign her position on the Board at the time of her move.

**Public Comment**

There were no members of the public in attendance.

**Adjournment**

There being no further business, Luebbert adjourned the meeting at 12:40 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

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Board Secretary