Columbia Library District  
Minutes, Meeting of August 14, 2008

Board members present were Rosie Gerding, Vice President; Susan Breyfogle; Lynn Hostetler; David Webber and David McDonald. Jim Loveless and Tom Richards arrived after roll call. Marie Glaze and MaryEllen Sievert were absent.

Also present were Melissa Carr, Director; and Elinor Barrett, Kris Farris, Jim Smith, and Lauren Williams, DBRL staff. When the meeting resumed after its recess to the DBRL board meeting, Melissa Carr and Lauren Williams were no longer present, and DBRL staff member Connie Bush was in attendance for the remainder of the meeting.

Call to Order

Gerding called the meeting to order at 6:04 p.m. in the Virginia Young Room of the Columbia Public Library.

Approval of Minutes

McDonald moved, Breyfogle seconded, to approve both sets of minutes from June 12, 2008. The motion passed.

Communications

There were no items to be communicated.

Public Comment

There was no public comment.

Announcements

There were no announcements.

Director’s Report

Carr announced that Louis Holroyd agreed to donate two benches to the library in memory of his wife Helene Holroyd. The seating areas are semicircles of concrete that will be stained red and placed in the crosswalk plaza areas. Carr added that last year the special donation the Friends of the Library made in honor of Helene Holroyd funded the purchase of a sound system and four microphones, which will be great for the upcoming One Read and other programs.
Financial Reports of the Columbia Library District Capital Project

Smith said that page four of the July Capital Project Fund report shows $14,266 left in the other contingencies line item. This is more than staff previously estimated would be left due to the parking lot revisions coming in under budget. Smith clarified that this amount will increase or decrease depending on the cost of the banners and legal fees associated with obtaining the banner ordinance for the library. He said that the library is close to closing out the Capital Project Fund. In response to a question about the expenses for the parking lot project, Smith said that approximately $18,000 from the Sides Fund, held by the Foundation, was used to purchase the planters, trees and plants for the plaza areas.

Quarterly Building Fund Report

There were no questions on the Building Fund report.

Approval of Warrant for Debt Service

Smith explained that this warrant would transfer funds held by the City of Columbia to the library’s checking account so that Carr can make the debt service payment.

ACTION: Hostetler moved, Breyfogle seconded, to approve the Warrant for Debt Service. The motion passed.

Preliminary CY 2009 CLD Debt Service Fund Budget

There was no public comment on the CY 2009 CLD Debt Service Fund Budget. Smith said that although the version of the budget sent in the packet was based on a tax rate of 23 cents per $100 of assessed valuation, Carr and he took a second look over the last week and they recommend reducing the tax rate to 22.5 cents per $100 of assessed valuation. Smith distributed a new budget based on this rate. Carr added that even if the assessed valuation doesn’t increase between now and 2017, with this tax rate the library should still be able to make its debt service payments. Carr confirmed that the library district cannot have more than a year’s worth of debt service payments in reserves and cannot pay off the debt early.

ACTION: Hostetler moved, Webber seconded, to adopt the preliminary CY 2009 Debt Service Fund Budget based on a tax rate of 22.5 cents per $100 of assessed valuation. The motion passed.

CY 2009 Building Fund Budget

There was no public comment on the CY 2009 Building Fund Budget. Smith explained that this is a final budget because no expenditures are planned from this budget. He said that he included an estimate for income based on projecting a lower interest rate.
ACTION: Breyfogle moved, Hostetler seconded, to adopt the CY 2009 Building Fund Budget. The motion passed.

Richards arrived and presided over the remainder of the meeting.

**Unfinished Business – Parking Lot and Banner Update**

Barrett said she is happy to report that the planters for the crosswalk areas have been installed and she said she has observed an increase in ramp usage since the completion of the crosswalk. She reported that staff has not received complaints about the lot changes, and Carr added that circulation staff members have said that it seems like the north entrance is being used more heavily.

Barrett said that she contacted the library’s attorney about progress on the banner ordinance but hasn’t received a response. She said she assumes the ordinance request is still with the city staff and the ordinance is in the process of being drafted.

Carr reported that the CPL was very busy in July, and while there were no days with over 3,000 visits, there were a number of days with visits in the 2,700 to 2,900 range. She reported that the number of visits per hour on July Sundays came close to the number of visits to the CPL on winter Sundays.

Carr explained that the security cameras in the north lot are now operational, and Barrett said that a sign notifying the public that the lot is being monitored will soon be posted. She confirmed that the cameras will record 24 hours a day.

**New Business**

**TIF Commission** – Carr said that the City of Columbia adopted an ordinance for Tax Increment Financing (TIF) for downtown revitalization projects and that she had received a letter from the mayor regarding the creation of an 11-member TIF Commission. One voting member is to represent the Columbia Library District, the Special Business District, and Boone County Family Resources (BCFR). Carr said she met with the heads of these other two taxing entities, and they decided that these three entities don’t necessarily have the same questions and opinions regarding the TIF. The group decided to contact the mayor and see if an arrangement can be made that allows all three entities to have a place at the table, and they requested that a representative from BCFR be named to the commission by the Boone County Commissioners and that a representative from the CLD or the Special Business District be appointed by the mayor. Carr said that in the past, the president of the affected library district has acted as the voting member on these sorts of boards or commissions, so she let the mayor know that in the case of the TIF Commission, the CLD member would be Tom Richards. She said that the mayor is on vacation, so she has not received a response to this request.
September Meeting – Carr reminded the board that the September DBRL Board meeting will be held in Callaway, and she said she didn’t anticipate there being any business the CLD Board would need to address in September.

ACTION: Gerding moved, Mc Donald seconded, to cancel the September 11, 2008 board meeting. The motion passed.

Miscellaneous

Barrett said that the Art Committee met in June to discuss the donation of a painting by local artist Byron Smith. She explained that the library’s art archivist Aimée Leonhard has many contacts in the local community and had expressed interest in adding a work by a local minority artist to our collection to increase its diversity. Byron Smith has offered to donate to the library his painting of the Blind Boone Home. Barrett confirmed that the gift comes with no restrictions.

ACTION: The Art Committee recommends acceptance of the gift of a painting from Byron Smith.

In response to a question, Barrett explained how donated art in the library is being displayed, including rotating exhibits in the third floor display case and on the first floor, using the hanging system across from the media desk. She said that some pieces have been loaned to the Southern Boone County Library for display there. Farris added that all pieces are being photographed so that the pictures can be displayed on the web site as a digital gallery. The motion passed.

Carr updated the board on the fundraising for the clay tile mural the board previously approved for the children’s area. She said the schedule for its installation is being worked out.

Recess to DBRL Meeting

McDonald moved, Hostetler seconded, to recess the meeting. The motion passed and Richards recessed the meeting at 6:36 p.m.

Public Hearing

Richards opened the Public Hearing on the Columbia Library District Operational Tax Rate and Debt Service Tax Rate at 8:00 p.m. There was no public comment. Richards closed the public hearing at 8:01 p.m.

Resumption of Meeting

Richards reconvened the meeting at 8:02 p.m. and asked for public comment on the Preliminary CY 2009 DBRL Operating Budget. There was no public comment.
Richards encouraged the board members to think about what this year’s budget priorities should be. He said some direction will come from the Strategic Plan, but he asked the board to think about their priorities for planning, such as providing the public with more open hours, prior to the finalizing the budget in November.

ACTION: The Finance Committee recommends approval of the Preliminary CY 2009 DBRL Operating Budget. The motion passed.

Setting of 2008 Columbia Library District Operating Tax Rate

ACTION: Loveless moved, Hostetler seconded, adoption of the proposed CLD operating tax rate for 2008 of 29.71 cents per $100 of assessed valuation. The motion passed unanimously.

Setting of the 2008 Columbia Library District Debt Service Tax Rate

ACTION: Hostetler moved, Loveless seconded, adoption of the proposed CLD debt service tax rate for 2008 of 22.5 cents per $100 of assessed valuation. The motion passed unanimously.

Public Comment

There was no public comment.

Adjournment

Hostetler moved to adjourn and Richards adjourned the meeting at 8:06 p.m.

Minutes recorded by Lauren Williams and Connie Bush, DBRL staff.

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Board Secretary