Call to Order, Roll Call, Determination of Quorum, and Introduction of Staff and Visitors

Hostetler called the meeting to order at 7:06 P.M. in the Friends Room of the Callaway County Public Library. Board members present were Lynn Hostetler, President; Terri Brunner; Patsy Craghead; Linda Dellsperger; Rosie Gerding; Marie Glaze; Tiff Lauffer; Michael Luebbert; David McDonald; Larry Nolte; Patricia Powell, Vice President/Secretary; Debbie Reed, Warrant Officer; Tom Richards; Jessica Robinson; Jo Sapp; MaryEllen Sievert; and David Webber. Terry Higgins was absent.

Also present were: Melissa Carr, Director; Connie Bush, Kris Farris, Melanie Henry, Pat Kopp, Sherry McBride-Brown, Marilyn McLeod, Karen Neely, Jim Smith, and Lauren Williams, DBRL staff; and Tara Ballenger of the Columbia Missourian.

Public Comment

There was no public comment.

Approval of Minutes

Craghead moved, Luebbert seconded, approval of the March 15, 2007 minutes.

The motion passed.

Monthly Reports

Financial Report – Smith offered to answer questions on the financial report. McDonald asked how much the election had cost, and Smith responded that $54,512 has been expended. He said this is the payment of a bill from the county clerk based on a preliminary estimate of the library’s share of the election costs. Smith clarified that the library will receive a final bill for any remaining costs, and these amounts will also appear on the Election line item in the financial statements. Smith explained how the cost for an election is determined, saying that the costs of the voting machines, paper printing, etc. are divided among the entities with issues on the ballot on a pro-rated basis.

Service Report – Carr explained that the Fulton Public Schools renovation project has been completed, which means the daily elementary school student visits have come to an end. This plus the conclusion of the AARP tax assistance program at the Columbia building will bring the library visit numbers back to normal levels.

Director’s Report – In response to a board member’s question, Carr confirmed that the Columbia City Council approved the contract with the library for the option to obtain 6 to 10 acres of the Atkins tract. She added that the Boone County Commissioners were expected to vote on the contract within the next few weeks. Carr reminded the board that the week of April 15th is
National Library Week and National Volunteer week. Carr thanked the board for volunteering so much of their time to the library. Carr announced that a small number of items from the collection donated to the library by the Columbia Art League will be on display at the library beginning April 14 and that One Read voting is underway.

**District Board Reports**

Boone County Library District (BCLD) Board – Lauffer thanked all of the board members who supported Boone County’s attempt to pass a tax levy for new buildings and increased services, even though they didn’t get the result they wanted.

Robinson presented a motion passed by the Boone County Board earlier that evening to recommend to the DBRL Board that the DBRL Board President form an ad-hoc committee to evaluate the reasons behind the election results, consider and gauge public opinion regarding library services, reconcile the survey results with the election outcome, and present these findings along with recommended next steps to the DBRL Board. Members of the Boone County Board clarified that the committee would be made up of DBRL Board members, but they would gather information from the community and possibly consult with outside experts. The board discussed that the work of this committee should then inform the work of the Long Range Planning Committee, which will have to redo the library system’s Long Range Plan. The motion passed.

Robinson said that the Boone County Board directed Carr to recognize the two chairs of the election committee, Don Stamper and Teresa Maledy, by adding a book to the collection in their honor. Robinson said the Boone County Board recognized the outstanding work of the library staff who volunteered time to work on the election, particularly Melissa Carr, Elinor Barrett, and Kris Farris.

Columbia Library District (CLD) Board – Hostetler announced that the Columbia Board would meet after the DBRL Board meeting.

**Board Committees**

Evaluation Committee – Richards distributed a written report of the April 4, 2007 Evaluation Committee meeting. He said that the committee decided to use the same Board Survey as in previous years for the current contract period. He said the committee is discussing making changes in the process going forward, including working with the director to outline written objectives against which the director can then be evaluated. He said the committee also discussed replacing the general (non-reporting) staff evaluation of the director with an employee satisfaction survey. Richards made the following four-part motion:

- That the Trustees Library Director Evaluation Survey be accepted with no changes from the prior year, and that each DBRL Trustee complete the survey and return it directly to Tom Richards no later than April 27, 2007.
Daniel Boone Regional Library  
Minutes, Meeting of April 12, 2007

- That the Director Evaluation Survey completed by direct reports be accepted with no changes from the prior year, and that each direct report be encouraged to complete a survey and return it directly to Tom Richards no later than April 27, 2007.
- That the Director Evaluation Survey completed by general staff be eliminated, and that staff explore options for an employee satisfaction survey, reporting their findings to the Evaluation Committee for further consideration.
- That staff implement a patron survey, with results tabulated and available to the Evaluation Committee no later than May 25, 2007.

Board members discussed having library staff draft an additional patron survey question regarding the election and also about the library district in which the responder lives. Richards said that he and Hostetler would review the language of these questions before the patron survey is finalized. Carr explained that the patron survey is a general satisfaction survey, and its results are tabulated and reviewed with the department heads as well as the Evaluation Committee. Robinson seconded Richards’s motion. The motion passed with 16 votes for and one against.

The board discussed the merits of the letter traditionally presented to the director at the end of the evaluation process, as well as how involved the full regional board should be in the work of the Evaluation Committee. Board members also expressed the desire to review the results of the Board Survey, and Richards clarified that the committee would share these with the full board.

**Old Business**

There was no old business to discuss.

**New Business**

Robinson requested that library staff compile an updated board member contact sheet with each board member’s preferred method of communication indicated in some way and that these be included in the May board packet.

Carr announced that on Monday the mayor will make an appointment to fill the open seat on the Columbia Library District Board. She said that Jim Loveless had applied for the position.

Carr announced that the DBRL Nominating Committee would meet on May 1st at 6:00 p.m. in the Virginia Young Room of the Columbia Public Library.

**Public – Comments on Agenda Items**

There was no public comment.

**Staff – Comments/Announcements**

There were no staff comments or announcements.

**Board – Comments/Announcements**
Glaze suggested that some sort of education process was needed regarding the voters in the Boone County Library District. She said she was particularly discouraged about the results of the election in the Ashland area precincts, and she felt the survey had lulled the board into a false sense of security regarding the election outcome.

Craghead asked what would happen with the Ashland property since the tax levy had not passed, and Carr clarified that the library owns the property. Robinson added that we will not be building a library on the Ashland property nor on the Atkins tract land. In response to a question, Carr stated that the cost of the planning process for the Boone County buildings, including the land, architect fees, and related costs, had been in the range of $200,000 to $250,000.

The board discussed the lease for the current rented facility in Ashland, and Carr confirmed that the library has the option to extend the lease for one year, through August 2008. The board agreed that it should give the ad-hoc committee time to analyze the election and gather information for revising the service plan for Boone County before making any assumptions or conclusions about what that service plan should include. The board decided that the Ad-Hoc Boone County Facilities Committee (Building Committee) could be disbanded. In lieu of a wrap-up meeting of that committee, the board asked library staff to include in the next packet a report detailing the amount spent on the plans for the new branches (architect fees, property, survey, etc.), the cost of the election, the property we own, and our obligations regarding the Atkins tract.

**Adjournment**

Luebbert moved, Craghead seconded, to adjourn the meeting at 8:01 p.m.

Minutes recorded by Lauren Williams, Executive Assistant.

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Board Secretary