Daniel Boone Regional Library
Minutes, Meeting of July 26, 2008

Call to Order, Roll Call, and Determination of Quorum

Gerding called the meeting to order at 12:30 p.m. in the Virginia Young Room of the Columbia Public Library. Board members present were Mary Ann Beahon; Terri Brunner, Warrant Officer; Shawn Cockrum; Rosie Gerding, Vice President; Marie Glaze; Lynn Hostetler; Tiff Lauffer; Jim Loveless; David McDonald; Patricia Powell; MaryEllen Sievert; and David Webber. Linda Dellsperger was present until 12:55 p.m. Susan Breyfogle, Mary Fennel, Terry Higgins, Michael Luebbert, Tom Richards, and Jessica Robinson were absent.

Also present were: Melissa Carr, Director; and Elinor Barrett, Kris Farris, Jim Smith, and Lauren Williams, DBRL staff.

Public Comment

There was no public comment.

Approval of Minutes

Sievert moved and Glaze seconded approval of the June 12, 2008 minutes. The motion passed.

Monthly Reports

Financial Report – There were no questions on the June 2008 financial report.

Service Report – Carr reported that 25% of babies eligible to participate in the Imagination Library program have been enrolled. In response to a question, Carr explained that the estimated cost of the program was $35,000 for the first year, but that number is expected to increase to between $100,000 and $200,000 a year by the fourth or fifth year of the program, depending on participation. She said that because the cost of purchasing and shipping the books is heavily subsidized by Dolly Parton’s foundation, the cost of the program is just $30 per year per child, even though each child receives 12 books annually. She added that the goal is to have 30% of eligible children enrolled. In response to a question about bringing the program to Callaway, Carr clarified that the Women’s Initiative of the United Way in Columbia is spearheading the program and started with just the City of Columbia to make fundraising more manageable during the first years of the program. She added that the Women’s Initiative would like to expand the program to all of Boone County some time in the future if they can raise the additional funds.

Director’s Report – Carr presented Powell with a certificate signed by the staff thanking her for serving as DBRL Board President in 2007-2008.
Carr reminded board members that if they would like to attend this year’s MLA conference in St. Louis they need to notify Terry Higgins in writing.

Carr said that Smith, Melanie Henry, and Diana Buckner are working with the retirement plan consultant who is preparing a staff and board survey to gather information about retirement benefit preferences. Smith said that the consultant wants input from all stakeholders, so board members will also receive a survey via email, containing 9 or 10 multiple choice questions and one narrative question allowing for comments.

Carr announced that on July 2 at the CCPL, the mayor and county commissioners presented proclamations to the library in honor of 100 years of library services in Fulton. The county commissioners declared July 2 Callaway County Public Library Day.

**District Board Reports**

Boone County Library District – Carr distributed a written report from Boone County Board president Jessica Robinson who could not be in attendance.

**Committee Reports**

Finance Committee – Carr explained that because the discussion items for the Finance Committee were so few, out of respect for committee members’ time, staff brought these items to the full board for their consideration and had included related information in the packet. Smith explained that the library received only one proposal, from Williams-Keepers, in response to the RFP for audit services. He said that because Williams-Keepers’ proposed fee is reasonable and because the library has been pleased with the working relationship with the firm, staff recommends accepting this firm’s proposal.

ACTION: Powell moved that the board accept the Williams-Keepers proposal for audit services. Hostetler seconded the motion. The motion passed.

Smith said that last year our current postage machine vendor told him that at the end of 2008 our machine would no longer be compliant with US Postal Services standards. The 2008 budget therefore includes funds for the purchase of a new machine, and the library issued an RFP for this purchase. Smith reported that after issuing the RFP, the library received new information from its current vendor that the library’s machine will continue to be viable in 2009 and possibly for three more years beyond that. Smith said that the most economical course of action is to continue to use the machine the library owns.

ACTION: Loveless moved that the board reject all bids for the postage machine purchase. Dellsperger seconded the motion. The motion passed.

Long Range Planning Committee – Gerding explained that when this committee last reported, she thought that the new committee appointments for 2008-2009 would not yet be made and that the 2007-2008 committee members would be meeting on July 31.
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However, Terry Higgins was able to make the committee appointments sooner than expected, so the new committee will be meeting on July 31. Gerding invited and encouraged those board members on the committee last year to attend.

Dellsperger left the meeting at 12:55 p.m.

Old Business

DBRL Bylaws – Carr explained that Robinson recently suggested that the bylaws include a statement that the board deviates from Robert’s Rules’ guidelines on minutes by including more detail than required. Carr distributed a proposed sentence for addition to Article XI on parliamentary authority. After discussion, the board agreed that the following statement should be added to the end of Article XI: “In keeping with open records laws and board preference, board, committee and district minutes may include more information than required by said rules.”

Carr said that according to the DBRL Bylaws, any proposed changes had to be submitted in substantially final form at the meeting prior to any vote on those changes. The board agreed that the presentation and discussion of this sentence at this meeting fulfilled this requirement of the bylaws and that the board would vote on the changes to the DBRL Bylaws at the August meeting.

New Business

There was no new business to discuss.

Public Comment

There was no public comment.

Staff Comments/Announcements

Carr said that One Read program and event information will be available in the next couple of weeks, and she asked board members to let her know if they want copies of informational brochures to distribute.

Board Comments/Announcements

Sievert revisited the idea of creating a “board buddy” program as described by her small discussion group during the board retreat. She said she would be interested in establishing this program as soon as possible if the rest of the board supported the idea.

ACTION: Beahon moved that the board investigate establishing a volunteer-based “board buddy” program to help orient new board members. Brunner seconded the motion.
After discussion, Sievert and Powell agreed that together they would create a program proposal for the board to review. The motion passed.

Powell remarked that her positive experience as 2007-2008 DBRL Board President was largely due to the excellent work of DBRL committee chairs. She thanked the following 2007-2008 committee chairs: Lynn Hostetler, Contract and Bylaws Committee; David Webber, Evaluation Committee; Marie Glaze, Finance Committee; Rosie Gerding, Long Range Planning Committee; Patsy Craghead, Nominating Committee; Linda Dellsperger, Risk Management Committee; Tom Richards, Ad Hoc Election Review Committee; and Jessica Robinson, Ad Hoc Communications Committee. She thanked all of the board members for the past year’s work.

Sievert reminded the board that July’s task is to invite someone to participate in the One Read program.

**Adjournment**

There being no further business to discuss, Gerding adjourned the meeting at 1:10 p.m.

Minutes recorded by Lauren Williams, Executive Assistant.

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Board Secretary