Call to Order, Roll Call, and Determination of Quorum

Gerding called the meeting to order at 6:02 p.m. in the Virginia G. Young Room of the Columbia Public Library (CPL). Board members present were: Rosie Gerding, President; Julie Baka, Mary Ann Beahon; Susan Breyfogle; Bridget Canaday; Susan Daly; Linda Dellsperger; Tonya Hays-Martin; Terry K. Higgins; Michael Luebbert, Warrant Officer; David McDonald; Patricia Powell; Tom Richards; Jessica Robinson, Vice President/Secretary; MaryEllen Sievert; and David Webber. Mary Fennel, Jim Jones, and Jacob Thorne were absent.

Also present were Melissa Carr, Director; and Elinor Barrett, Rebecca Baughman Kerns, Connie Bush, Melanie Henry, Pat Kopp, Marilyn McLeod, Karen Neely, Jim Smith, and Lauren Williams, DBRL staff. Hilary Aid and Brandy Sanchez, DBRL staff, and Josh IntVeld, member of the public, were present for the first portion of the meeting.

Carr introduced staff, including Rebecca Baughman Kerns, the library’s new development coordinator.

Public Comment

There was no public comment.

Board President Remarks

Gerding referenced the list of trustee roles distributed at the February meeting, saying that this evening the board would be focusing on two of those roles: implementing and monitoring plan goals and ensuring effective policy.

Approval of Minutes

Gerding asked for corrections or changes to the minutes from February 11, 2010. Hearing none, she declared the minutes approved as written.

Monthly Reports

Financial Reports - Smith commented that in the February report on page one, the amount for the current year in the Callaway County Building line under fixed assets should read $1,793,201, the same amount as the prior year. There was a “Construction in Progress” line that should have printed as a separate line on the report, but instead the amount of that line ($94,016) was rolled up into the Callaway County Building line. He said that the total fixed assets amount is correct as shown. Smith explained that on page three, the negative amount in the investment interest line is because at the end of the year we reverse out our GASB statement 31 entry that requires us to adjust our investments to market value. Once the City of Columbia and Boone County
report their interest for the first quarter, the amount in this line will return to being a positive number.

Service Report – Carr pointed out that the 65% increase in check outs from our digital branch is partially due to the new downloadable audiobook service from Overdrive just being launched at the beginning of last year. Last February we were still building this collection and users were just getting used to the new system.

Director’s Report – Carr reported on the library’s involvement in discussions regarding the city’s application to be a community for Google’s tests of ultra high-speed broadband. IT Manager Mike Mullett has attended meetings with both MOREnet and a city group being spearheaded by REDI to help shape the city’s application. In response to a question, Carr said that applications are due to Google by March 26, but Google has not provided a date for when the chosen community or communities will be announced.

Carr stated that the library is also partnering with the US Census Bureau. Staff at all three facilities have attended meetings and are working with the bureau to provide information to the community about the census. Carr stated that the census data helps the library in its planning and impacts funding, and the more accurate the data the better it is for the organization.

In response to a question about tracking holds placed from outside the library facilities, Carr explained that we like to have a sense of the percentage of patrons putting holds on items from home, as this shows that our digital branch is being used. BiblioCommons is working on a way to break out holds placed outside the library versus those placed at a library facility. Carr added that last year approximately 20,000 of our 100,000 card holders placed holds on items, so these are the patrons who are most likely to register in the new catalog to use this service. We are therefore hoping to get more than 20,000 patrons registered to use BiblioCommons.

Carr confirmed that the laptops in Ashland will be available to check out for use in the facility, specifically for completing self-guided software tutorials on Microsoft Office products. Because there isn’t space for a computer lab dedicated to training, the laptops and mobile laptop tables will be used for this purpose.

PAL Kits - Children’s librarian Hilary Aid talked about the newly restocked Play as Learning (PAL) kit collection for children birth to age 3. New for all bags is a laminated insert that lists the six pre-literacy skills outlined by the “Every Child Ready to Read” program and suggests activities using the bags’ contents that are linked to one or more of these skills. Carr suggested that grandparents check out a PAL kit for visits with their grandchildren. In response to a question, Aid explained that when kits are returned, staff on the children’s team clean the toys with Clorox wipes and use the library’s washing machine to clean stuffed toys as needed.

Caldecott Award Committee Experience – Librarian Brandy Sanchez shared her experience serving on the 2010 Caldecott Award Committee, the committee selection process, and how titles are submitted for review. She passed around copies of the winning title, “The Lion and the Mouse” by Jerry Pinkney, and this year’s honor books, “All the World” illustrated by Marla Frazee and “Red Sings from Treetops” illustrated by Pamela Zagarenski. She showed a short
Daniel Boone Regional Library  
Minutes, Meeting of March 11, 2010

video of the committee notifying this year’s winners and scenes from the press conference at ALA Midwinter where the award was presented.

Aid, Sanchez, and IntVeld left the meeting.

Committee Reports

Finance Committee – Luebbert reported that the Finance Committee met on February 25 and had a pre-audit conference with Steve Smith of Williams-Keepers, heard a property tax presentation from Jim Smith, and discussed the results of the RFP process for lockers for holds. Luebbert presented the motion from the Finance Committee.

ACTION: The Finance Committee recommends that the DBRL Board of Trustees accept Library Source’s bid for the purchase of lockers including the alternate bid kiosk. The motion passed.

Old Business

Lockers for Holds – Location Update – Carr explained the ways in which staff has gotten site criteria information out to the Hallsville and Holts Summit communities, including announcements on the web site, newspaper ads, and information given to the Hallsville Chamber of Commerce, the Holts Summit Betterment Committee and other city officials. There are three spaces in Hallsville that have been offered to the library as possible sites, and a few Holts Summit sites have been suggested, but there are no firm offers from this community yet. Carr said this was as expected since Hallsville has known about this potential project for some time, but the Holts Summit community learned of the project relatively recently.

Copyright/Public Performance Rights Policy

ACTION: Higgins moved and Sievert seconded to take from the table the motion to approve the Copyright/Public Performance Rights Policy as amended. The motion passed.

Dellsperger, who made the original motion at the February meeting, withdrew her motion and Higgins withdrew her second. There were no objections, and Gerding declared the original motion withdrawn. Carr stated that staff made some additional wording changes for clarification since the last board meeting.

ACTION: Dellsperger moved, Higgins seconded, to adopt the Copyright/Public Performance Rights Policy as amended.

Carr confirmed that the most notable change was direct reference to compliance with copyright law. She stated that staff did not include CDs in the list of materials in the public performance section because the library does not use CDs in this manner. The motion passed.
New Business – Library Policy Review

Exhibit/Display Policy
ACTION: Dellsperger moved to approve the Exhibit/Display Policy as amended. Higgins seconded the motion, and the motion passed.

Public Posting and Distribution of Community Materials Policy
ACTION: Sievert moved to approve the Public Posting and Distribution of Community Materials Policy as amended. Powell seconded the motion, and the motion passed.

Petitioning, Other Solicitation and Campaigning Policy
ACTION: Powell moved to approve the Petitioning, Other Solicitation and Campaigning Policy as amended. Sievert seconded the motion.

In response to a question about procedures, Carr stated that each facility has its own procedures for petitioners, and the Columbia Board reviewed the procedures for the Columbia facility last year. The board discussed whether the library was required to allow petitioning by law, and Carr explained that this is part of the library’s historical mission of supporting free assembly and the democratic process. Barrett added that allowing petitioning is a long-standing policy, but until the balloting initiative process started involving paid signature gatherers, having petitioners on site was relatively rare. She explained how staff manages petitioning by allowing signature gatherers to be in just a few specific designated areas. Staff clarified that the policy is worded to make clear that some solicitation – such as asking for signatures – is allowed, but fundraising or otherwise asking for money is not. Beahon pointed out that the wording related to campaigning on election day is slightly different in this policy compared to the Exhibits and Display Policy, and asked staff to change the wording to refer to the entrance closest to the poll to be consistent with the Display policy. The motion passed.

Public Comment

There was no public comment.

Staff Comments/Announcements

Barrett stated that she updated the list of strategic plan implementation steps today and was pleased to announce that each Strategic Plan goal has had at least one related project accomplished, and the list of projects that are completed, underway or ongoing is many pages long.

Board Comments/Announcements

Canaday said the list of staff anniversaries in the Director’s Report was very impressive, and she congratulated Neely in particular for her 40 years of service.
In response to a question about the new staff parking lot, Barret said that the video cameras and banner poles have been installed. Smith added that we need six consecutive dry days in order to start the remainder of the construction that has been delayed by weather.

Gerding reminded the board of the March trustee activity, which is to bring a guest to a board or committee meeting.

**Adjournment**

There being no further business to discuss, Gerding adjourned the meeting at 7:03 p.m.

Minutes recorded by Lauren Williams, DBRL staff.

_____________________________________

Board Secretary