Call to Order, Roll Call and Determination of Quorum
Mike Luebbert called the meeting to order at 6:03 p.m. in the Virginia G. Young Room of the Columbia Public Library.

Board members present were: Julie Baka; Mary Ann Beahon; Susan Breyfogle; Bridget Canaday; Dorothy Carner; Mary Fennel; Rosie Gerding; Lisa Groshong; Tonya Hays-Martin; Terry K. Higgins; Jim Jones; Luebbert, President; MaryEllen Sievert and David Webber, Vice-President/Secretary. Susan Daly, Philip Harrison, Lyle Johnson, Patricia Powell and Tom Richards were absent.

Wes Bolton of Allstate Engineering was in attendance, as well as DBRL Director Melissa Carr and staff members Elinor Barrett, Amanda Burke, Patrick Finney, Melanie Henry, Patricia Miller, Karen Neely, Russ Niermeyer, Greg Reeves, Jim Smith and Mitzi St. John.

Public Comment
There was no comment from the public in attendance.

Luebbert requested and the Trustees agreed to move agenda item 7 to the beginning of the meeting.

District Board Reports
Columbia Library District: Gerding stated that the CLD Board met both on February 13 and February 16 (prior to this meeting) and reviewed options for modifying the south parking lot’s entrance and exit drives to reduce vehicular and pedestrian conflict at the south stairs and the potential for lines of vehicles to back up onto Garth Avenue. At the February 13 meeting, the CLD Board passed a motion approving modifications to make the north drive one-way for exiting and an entrance for delivery trucks only, by narrowing the drive with a truck apron in front of the stairs; close off the north end of the first aisle of parking; add a speed table that would serve as a pedestrian crossing point between the parking lot and the truck apron; and straighten and widen the south drive to allow vehicles to both enter and exit at that location. At the February 16 meeting, the CLD Board passed an amendment to the previous motion, accepting an option to further widen the south drive to 30 feet. Gerding noted that neither vote was unanimous and welcomed the opinions of the Trustees from the other districts. She mentioned that the final cost of the project is yet to be determined, as several factors (enumerated in the memo all Trustees received prior to this meeting) are not included in the quote from Allstate Engineering. Meeting the requirements of the City of Columbia’s stormwater ordinance could cause the cost of the project to rise significantly.

Gerding also reported that, in regard to the south parking lot resurfacing, the CLD Board approved a request from staff to seek alternate bids for both asphalt overlay and concrete refill options, in order to gather the data needed to make a practical and informed decision about the parking lot resurfacing. The Trustees voted last year to resurface the lot with an asphalt overlay. However, the price of asphalt has been rising and staff would like the opportunity to gather real numbers on the current cost of asphalt and concrete. Carr added that bidding both options will provide the Trustees with contractors’ estimates on the actual time involved in staging and completing an asphalt overlay versus a concrete refill.

Bolton reviewed drawings of the configuration accepted by the CLD Board at their meeting on February 13 and the wider south entrance, which was accepted by the CLD Board as an amendment to the February 13 motion at their meeting on February 16.

In response to a question from Hays-Martin, Bolton stated that school buses and the bookmobiles would enter via the south drive, while the biggest semis and fire engines would travel over the truck apron at the
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north drive.

Gerding noted that the lot resurfacing is an opportunity to relocate the book drops to the north lot, which would divert a lot of vehicles that currently drive through the south lot solely to use the book drops. She noted that staff currently empty the receptacles once each hour and the carts full of materials are quite heavy, so the logistics are yet to be worked out regarding how to safely and efficiently empty the book drops if they were relocated north of Broadway. Carr added that the book drops at banks have been well-utilized in their first few months of operation, and staff hope that their continued use will result in a further reduction in vehicles driving through the south lot.

Gerding noted her concerns about the public reaction to modifying the entrances. Luebbert asked if accidents or concerns from the City have prompted the proposed modifications, and Gerding replied that there have been no concerns expressed by City officials, nor any major accidents in the lot. She added that the concerns typically raised by patrons are related to the lack of and narrowness of parking spaces.

Groshong asked how much the cost estimate would rise by including the wider south drive. Bolton said he did not have a new estimate on hand, but he thought the project could very well be done within the original range.

In response to a question from Hays-Martin, Gerding stated that the library patrons would drive through the school crosswalk to enter the lot after the entrance modifications are completed. Currently, patrons drive through the crosswalk only when exiting the lot from the south drive. Gerding noted that staff will discuss the issue with the Grant Elementary administration.

ACTION: The motion came from the CLD Board recommending modifications to the CPL south parking lot entrance and exits, including the design for the 30-foot wide south drive that was presented at today’s meeting.

In response to a question from Luebbert, Carr stated that if the motion passed, the engineers would next develop detailed plans, staff would endeavor to get bid specifications out in April, changes to the storm water ordinance would be monitored and a variance to the ordinance would be pursued, if necessary.

Jones asked if a lot reconfiguration and the lot resurfacing must occur at the same time, and Carr stated that they must, as the cost of doing the two projects at the same time will be significantly less than doing the projects at two different times.

Beahon noted that a greater number of patrons will be driving through a school crosswalk. Fennel asked if the library needs to show the plans to the school administration. Carr stated that she met with the Grant Elementary principal recently regarding teachers parking in the library lots, and Carr mentioned the potential parking lot modifications. At that time, Carr did not have a specific design to show the principal; she plans on sharing any modifications that are approved with the principal at their next meeting.

Webber stated that the parking lot modifications were requested so that pedestrian-vehicle interactions would be reduced and traffic would not back up onto Garth Avenue due to congestion at the entrance. The modifications proposed by Allstate Engineering would address those specific issues.

Baka noted that the library is not open at the time schoolchildren are dropped off in the morning, so any additional traffic driving through the crosswalk would only be a concern during weekday afternoons.

ACTION: A vote was taken by show of hands. The motion passed 8-4.
Approval of Minutes
Luebbert asked for corrections or changes to the minutes from January 12, 2011. Hearing no changes, Luebbert declared the minutes approved as corrected.

Bolton exited the meeting.

Director’s Comments
Carr distributed new laminated cards with the Key Messages and a summary of 2011 statistics. Revised trustee contact lists were distributed, as well.

Carr reminded the trustees that Bob Black and Bernie Andrews from REDI visited the Finance Committee meeting in November to discuss the EEZ (Enhanced Enterprise Zone) proposal. The Finance Committee did not make any recommendations at that time. In the meantime, however, REDI asked that a representative be appointed to serve as a member of the EEZ advisory board. In the past, the representative to this type of committee has been the President of the affected district. Carr discussed the request with the BCLD President (Daly), the CLD President (Gerding) and the Finance Committee Chair (Johnson). Gerding agreed to represent the taxing entity on this committee.

Carr discussed the recent decisions by several publishing companies to restrict or deny libraries’ access to eBooks. She distributed copies of a DBRL Next article by librarian Kirk Henley that explains the issues. Carr urged the trustees to become familiar with the topic in case patrons come to them with questions.

MLA Legislative Advocacy Day was February 7 and Sievert, Fennel and Carr, along with staff members, met with numerous legislators in Jefferson City. A request was made that a representative attend National Legislative Day in Washington D.C. and Sievert has been selected.

Carr conveyed the sad news that former DBRL Trustee David McDonald recently passed away.

Service of the Month: BiblioCommons
Kopp reported that the BiblioCommons catalog overlay is now two years old and staff feel the product has met and exceeded expectations. She showed examples of staff- and patron-created content, including discovery tools and Readers’ Advisory options. DBRL was only the second library in the U.S. to implement BiblioCommons, but now the company serves numerous libraries in Canada, Australia and the U.S., including the Seattle and New York Public Libraries. Around 5,100 DBRL patrons accessed the catalog via the mobile app last year. Kopp noted that patrons send in compliments about the catalog every week. The staff have liked how easy it is to link to titles or lists when writing blog articles or other web pages. Kopp added that BiblioCommons is always trying to improve their product.

Beahon noted that eBooks are checked out from OverDrive and do not show up on the patron’s shelves in BiblioCommons. Kopp acknowledged that this is not ideal, but said BiblioCommons is working on integration with OverDrive.

Monthly Reports
Luebbert asked for comments or questions regarding the Financial, Service and Director’s Report, which were included in the Trustees’ packets. There were no comments or questions.

Committee Reports
Evaluation Committee: Sievert announced that the committee met on February 1 and reviewed the progress made on 2011 goals and determined the timeline for this year’s evaluation. Trustees will receive the evaluation questions and supporting documentation on February 17 via email and the responses should be sent to Sievert by March 1.
Old Business
MLA Legislative Advocacy Day: Sievert encouraged other Trustees to attend next year and said that the event was worthwhile and informative. The region’s legislators are proponents of libraries. She noted that there was an option this year to receive the legislative briefing ahead of time via videoconference, which adds convenience for those who cannot take a full day to travel to Jefferson City. Fennel agreed with Sievert’s comments and said the event gives Trustees a different perspective regarding service to libraries, and was enjoyable and informative.

New Business
HR Policies: Henry presented seven policies with suggested revisions. She handed out a new version of Policy 1-327 (Citizenship Leave) that clarifies which employees receive paid leave for time taken to perform citizenship-related activities and which employees receive unpaid leave.

ACTION: Canaday moved, Jones seconded approving Policies 1-320 (Requests for Leave), 1-321 (Vacation Leave), 1-322 (Sick Leave & Medical Appointments), 1-324 (Funeral Leave), 1-326 (Paid Holidays [Closed and Open]), 1-327 (Citizenship Leave) and 1-328 (Bonus Hours) with the noted revisions. The motion passed.

Miscellaneous
Higgins asked if people are approached when they are seen to be parking in the CPL library lots for other than library business, and Carr said that they are being asked firmly but graciously to park elsewhere.

Gerding asked about the hydraulic lifts in the north parking lot, and Barrett replied that they have been used for the masonry cleaning and repair. She added that the contractor is still finishing the punch list for that project.

Public Comment
No members of the public were present.

Staff Comments/Announcements
There were no comments from the staff members in attendance.

Board Comments/Announcements
Luebbert reminded the Board that the next meeting will be on March 22. He announced that the Trustee’s monthly activity is to attend an event at the library unrelated to the Board.

Higgins announced further good news about her youngest great-grandson’s development.

Canaday announced that her son received a full scholarship to play football at Benedictine College in Kansas.

Hays-Martin noted that she recommended Tumblebooks to a friend whose son did not like to read, and his interest in reading and his aptitude have both quickly increased!

Adjournment
There being no further business to discuss, Luebbert adjourned the meeting at 7:14 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

David Webber, Board Secretary