Daniel Boone Regional Library  
Minutes, Meeting of July 12, 2012

Call to Order, Roll Call and Determination of Quorum
Dorothy Carner, Vice-President, called the meeting to order at 6:04 p.m. in the Virginia G. Young Room of the Columbia Public Library. A quorum of members was not present.

Board members present were: Mary Ann Beahon; Carner, Vice-President/Secretary; Susan Daly; Mary Fennel; Lisa Groshong; Philip Harrison; Tonya Hays-Martin; Michael Luebbert; MaryEllen Sievert. Susan Breyfogle; Bridget Canaday; Rosie Gerding; Terry K. Higgins; Lyle Johnson; Jim Jones; Patricia Powell; and David Webber, President, were absent. Julie Baka attended a portion of the meeting by telephone, as indicated below.

Also in attendance was Tricia Price, practicum student from the MU School of Information Science & Learning Technologies, as well as DBRL Director Melissa Carr and staff members Elinor Barrett, Amanda Burke, Patrick Finney, Melanie Henry, Pat Kopp, Karen Neely, Greg Reeves, Jim Smith and Mitzi St. John.

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

Approval of Minutes
Carner asked for corrections or changes to the minutes from the open session of June 14, 2012. Hearing none, she declared the minutes approved as presented. Carner next asked for corrections or changes to the minutes from the closed session of June 14, 2012. Hearing none, she declared the minutes approved as presented.

Director’s Comments
Carr thanked Luebbert for his service as DBRL President over the last twelve months and noted that she appreciated his time and commitment. Carr presented Luebbert with a certificate of appreciation that was signed by staff members from throughout the region. Luebbert thanked everyone present.

Carr announced that Webber has been working on the 2012-13 committee assignments and those will be distributed within the next week.

Carr noted that the open CLD Board position had to be reposted due to clerical problems, but a new Trustee should be appointed by the end of July.

Carr asked that Trustees who wish to attend MLA email Webber and copy Carr so registration and hotel arrangements can be carried out efficiently. Carr announced that the 2014 MLA Conference will be held in Columbia and coordinated by DBRL staff.

Hays-Martin stated that she enjoyed reading the report on how DBRL connects to the local region. Carr said she found it interesting to view services from that perspective.

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

Boone County Library District: Daly stated that the BCLD Board met prior to the regional meeting and elected their officers for the 2012-13 Board Year. The new officers are:

President  Pat Powell  
Vice-President/Sec.  Dorothy Carner  
Warrant Officer  Susan Daly

Callaway County Library District: Hays-Martin stated that the CCLD Board met prior to the regional meeting and elected their officers for the 2012-13 Board Year. The new officers are the same as the current officers:

President  Tonya Hays-Martin  
Vice-President  Mary Ann Beahon  
Sec./Warrant Officer  Mary Fennel

In addition, the CCLD Board selected Luebbert to serve as a voting member of the Finance Committee.

Columbia Library District: Harrison reported that two bids were received in response to the RFP for maintenance of the south parking lot with either concrete replacement or asphalt overlay. The CLD met to review the bids on July 5, with the assistance of engineering consultant Matt Kriete of ESS. Harrison noted that Kriete and library counsel Dan Simon recommended the Board limit the scope of work for the project, which would increase the likelihood that the storm water ordinance variance request would be approved by City staff.

The CLD Board determined that full concrete removal and replacement was not feasible at this time due to the cost of meeting the storm water ordinance requirements and due to the fact that the bid received for concrete replacement greatly exceeded the project budget. The Board also recommends not proceeding with the reconfiguration of the driveways at this time. The Board may consider pursuing those changes if and when the City revises the storm water ordinance. Meanwhile, Kriete will attempt to obtain an administrative variance from the City of Columbia’s ordinance on storm water retention.

Four motions came from the CLD Board as recommendations to the DBRL Board. The first is to stay with the asphalt overlay option to repair the parking lot surface instead of the alternate option of repairing the lot by replacing the concrete. The second motion is to accept the base bid for the asphalt overlay from Christensen Construction as the low and best bid.

Beahon noted that William Woods University has had previous, positive interactions with Christensen Construction.

The third motion is to direct the engineers and staff to delete from the parking lot plans any increase in impervious surface area and seek a city staff variance for the storm water. The fourth motion is to reject all bids for Alternate C, the reconfiguration of the driveways.

Committee Reports

Ad Hoc Building Committee: Daly reported that the committee met on July 10 and viewed the plans for finishes and furniture. Two members of the Friends of the Southern Boone County Public Library were in attendance. The committee agreed to adopt a mix of traditional-style reader’s chairs in the adult areas and more modern and colorful pieces in the children’s area.
Daly noted that data cabling will be installed to the library’s specifications at a cost of about $9,000. This work was not part of the original bid requirements for the lease and was paid separately as planned, as the library had specific requirements for the cables’ placement. Smith stated that the library also directly paid for three change orders totaling approximately $2,500, so as not to affect the lease cost.

Daly distributed a floor plan for the new leased facility and Barrett described the planned furniture and shelving layout depicted. Barrett noted that the photomural utilizing historic images of Southern Boone County will be printed in green duotone.

Carr reviewed the Raising the Top Shelf fundraising efforts and noted that The Copper Kettle and The Eagle Scoop, both in Ashland, have been supportive, as has the Southern Boone County Chamber of Commerce. The Friends of the Southern Boone County Public Library are generously donating $10,000 to the campaign. Plans are being developed for future fundraisers and volunteers are reaching out to many other prospective donors.

Barrett noted that the building’s owner, Gary McKinney, reported that the lack of rainfall has allowed construction to proceed quickly, and he is now predicting substantial completion by early September, which is earlier than previously expected. However, as furniture and shelving have yet to be bid and ordered, staff still expect to open to the public in November.

**Old Business**

**2012 Implementation Strategies: Quarterly Report:** In response to a question from Hays-Martin regarding goal 6.f., Barrett stated that staff are mailing holds in July while the Community Bookmobile is out of service. Carr noted that mailing the July holds will provide staff with helpful information to determine if such action would be cost effective if a suitable location for the lockers is not found.

Baka joined the meeting by telephone, establishing a quorum of Trustees.

**District Board Reports, Continued**

**Columbia Library District:** Carner reviewed the motions from the Columbia Library District and asked for a hand vote on each.

**ACTION:** The CLD Board recommended the DBRL Board stay with the asphalt overlay option to repair the parking lot surface instead of the alternate option of repairing the lot by replacing the concrete. The motion passed 10-0.

**ACTION:** The CLD Board recommended the DBRL Board accept the base bid for the asphalt overlay from Christensen Construction as the low and best bid. The motion passed 10-0.

**ACTION:** The CLD Board recommended the DBRL Board direct the engineers and staff to delete from the parking lot plans any increase in impervious surface area and seek a city staff variance for the storm water. The motion passed 10-0.

**ACTION:** The CLD Board recommended the DBRL Board reject all bids for Alternate C, the reconfiguration of the driveways. The motion passed 10-0.

Baka exited the meeting.
Old Business, Continued
2012 Implementation Strategies: Quarterly Report: Carr stated that staff still believe the best option to handle the significant quantity of materials requested by patrons in Holts Summit is to install a locker system if a site can be found.

New Business
Administrative Policies: Carner noted that there was no longer a quorum of Trustees present and the policies would be considered at the August meeting.

Miscellaneous
There was no miscellaneous business.

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

Staff Comments/Announcements
Carr noted that the Trustees who could not be present tonight all sent apologies, and relayed that Higgins’ father had a stroke. The Trustees expressed their sympathy.

Board Comments/Announcements
ALA Conference Reports: Hays-Martin thanked the Board for the opportunity to attend and reported that she found value in the experience, especially in building enthusiasm and providing a sense of renewal. She also felt appreciated as a library Trustee while at the conference.

Carner noted that the ALA Virtual Conference will be held July 18-19 with access available at Ellis Library on the MU campus. The MU libraries subscribed to the conference as a group. Carner invited the DBRL Trustees to attend as part of the group, and asked that individuals email her if they are interested.

Carner announced that the July Trustee Activity is to invite a person to participate in the One Read program. (Check out the book now, attend programs in September.)

Carner adjourned the meeting at 6:47 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

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Dorothy Carner, Board Secretary