Call to Order, Roll Call and Determination of Quorum
Tonya Hays-Martin called the meeting to order at 6:00 p.m. in the Virginia G. Young Room of the Columbia Public Library (CPL).

Board members present were: Julie Baka; Dorothy Carner; Angie Crumbliss; Mary Fennel; Lisa Groshong; Philip Harrison; Vice-President/Secretary; Hays-Martin, President; Terry K. Higgins; Gena Scott; Khaki Westerfield and Bill Young. Susan Daly, Warrant Officer; John French; Lynn Hostetler; Jean Howard; Jim Jones; Michael Luebbert and Pat Powell were absent.

Also in attendance were ADA consultant Gerald Morgan, Stacey Button of REDI, PuLL Fellow Haley Anthes, DBRL Director Melissa Carr and staff members Elinor Barrett, Amanda Burke, Patrick Finney, Melanie Henry, Ronda Mitchell, Greg Reeves, Angela Scott, Jim Smith and Mitzi St. John.

Public Comment
There was no comment.

Approval of Minutes
Hays-Martin asked for corrections or changes to the minutes from February 12, 2015. Hearing none, she declared the minutes approved as written.

2015 Implementation Strategy Update
Henry introduced Morgan, who stated that he took measurements in November 2014 at all three DBRL facilities. He noted that his initial report compares his findings to the most recent (2010) ADA guidelines, although each of the facilities was built under a previous set of ADA guidelines. He summarized his findings by stating that DBRL facilities are in “really good shape.”

Morgan will prepare a final report that includes recommendations for any improvements or additions, as well as cost estimations. If measurements do not meet the 2010 ADA guidelines, Morgan will clarify if they meet the guidelines that were in place at the time of construction or installation.

Morgan reviewed each facility’s findings for the Trustees.

Morgan exited the meeting.

Henry distributed a schedule for the ADA Self-Evaluation and noted items that are already completed, currently underway, or to be accomplished over the remainder of 2015. She noted that she has spoken with Jim de Jong of the Great Plains ADA Center about the Self-Evaluation plan and timeline.

Henry noted that July 26 is the 25th anniversary of the Americans with Disabilities Act, and the Board will be kept informed of DBRL’s plans to mark the occasion.

Anthes exited the meeting.

Stacey Button, President, Regional Economic Development, Inc. (REDI)
Button introduced herself and stated that she is visiting 26 community organizations to help develop her vision for the community. She will provide each organization with a report after her surveys are complete.
Daniel Boone Regional Library  
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Button surveyed the Trustees using the following questions: “What is the community image?” “What are the assets of the community?” “What opportunities should we be taking advantage of?” “Where are we most vulnerable?” “Who are our competitor communities?” “What are the business challenges of the community?” “What strengths does the library bring to the community?” and “How do you define success?”

Carr distributed the DBRL flyer entitled “Business Tools at the Digital Branch,” which was mentioned in the Director’s Report.

Button exited the meeting.

**Director’s Comments**

From April 8-14, patrons can enjoy a set of programs on the history and making of quilts, as well as a quilt display. Carr announced that the DBRL Foundation is sponsoring the week’s activities, which kick off with the “Quilt Crazy” program on 7:00 p.m. on April 8.

Carr noted that the audit field work begins on Monday, March 16. In response to a request from a Trustee, staff will email board members next week to discover who would prefer to receive the audit reports electronically, as opposed to receiving a bound hard copy.

A new CLD Trustee will be appointed at the City Council meeting on the evening of Monday, March 16. Carr will inform the board when that appointment is finalized.

Carr encouraged the Trustees to write to Senator Schaeffer, Chair of the Senate Appropriations Committee, and ask him to include State Aid for libraries of all populations in the 2016 budget. The version of the budget approved by the House and sent to the Senate committee included $3.1M of Remote Electronic Access for Libraries (REAL) funding, which serves as part of the matching funds required for Missouri libraries to be eligible for LSTA grants and is critical for DBRL to retain all of the databases we currently offer. However, the $723,726 of State Aid included in the House budget will only provide funding to libraries with populations less than 40,000. The impact to DBRL would be over $100,000 in revenue.

Carner noted that some academic institutions will be losing access to Gale databases (e.g. Business Insights) due to reduced MOREnet funding, and asked if libraries will also lose those resources. Carr said that the reduction in funding may cause some changes to the database offerings, but as far as she knew, Gale databases would be retained. Carr will verify this with staff prior to the next meeting.

**Monthly Reports**

Hays-Martin asked for and heard no comments or questions regarding the Financial, Service and Director’s Reports, which were included in the Trustees’ packets.

**District Board Reports**

**Columbia Library District**: Baka reported that the CLD Board met on February 12 and approved the CLD Debt Service Warrant.

**Old Business**

There was no old business.

**New Business**

Human Resources Policies: Henry presented Policies 1-320 (Requests for Leave), 1-321 (Vacation Leave) and 1-322 (Sick Leave & Medical Appointments), all with revisions for clarity.
In response to a question from Young, Henry stated that there is currently no way for one employee to “donate” sick leave to another. Staff will look into options and review this topic.

ACTION: Baka moved, Scott seconded accepting Policies 1-320 (Requests for Leave), 1-321 (Vacation Leave) and 1-322 (Sick Leave & Medical Appointments) with the suggested revisions. The motion passed.

Miscellaneous
There was no miscellaneous business.

Public Comment
There were no members of the public in attendance.

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

Board Comments/Announcements
Crumbliss reported that staff will email the DBRL contract and bylaws to the Trustees within the next few days; any suggestions for edits or areas to review should be brought to her attention by April 1.

Hays-Martin thanked Fennel, who has agreed to Chair the Nominating Committee in lieu of Mary Ann Beahon.

Higgins announced that she will be absent for the next two meetings.

Hays-Martin stated that the Trustee Activity for March is to invite a guest to a board or committee meeting.

Higgins noted that she had received an invitation to attend the Howard County Public Library centennial celebration.

Westerfield complimented the Studio, which was open to the public for the first time this evening.

Adjournment
Hays-Martin adjourned the meeting at 7:41 p.m.

Minutes recorded by Amanda Burke, DBRL staff.