Call to Order, Roll Call and Determination of Quorum
Tonya Hays-Martin called the meeting to order at 6:00 p.m. in the Friends Room of the Callaway County Public Library (CCPL).

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

Also in attendance were DBRL Director Melissa Carr and staff members Elinor Barrett, Amanda Burke, Patrick Finney, Melanie Henry, Pat Kopp, Ronda Mitchell, Greg Reeves, Angela Scott and Jim Smith.

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

Approval of Minutes
Hays-Martin asked for corrections or changes to the open or closed session minutes from April 16, 2015. Hearing none, she declared the minutes approved as written.

Director’s Comments
Groshong entered the meeting.

Carr reminded the Trustees that several seats will be up for appointment or reappointment at the end of June. She reviewed those positions and noted that at least one new Trustee, representing the CLD, will join the Board. Carr encouraged the Trustees to suggest candidates for the position.

Carr announced that Hoopla recently began offering eBooks, comic books and graphic novels. These titles will not appear in BiblioCommons. In response to a statement from Groshong, Carr confirmed that a title on Hoopla may be checked out simultaneously by an unlimited number of patrons. She added that there is a patron check-out limit of 10 items per month in any combination of formats. In response to a question from Hays-Martin, Scott stated that there has been no patron feedback on the number of items that can be checked out from Hoopla at one time. Scott added that only 20 patrons have checked out the maximum number of items at one time, out of over 700 active users.

Reeves reported on community links at CCPL. He noted that CCPL is involved with many activities through CMCA (Central Missouri Community Action), such as the monthly Callaway Resource Network meeting, where representatives from a spectrum of social agencies learn about each other’s resources and develop partnerships. CCPL staff are helping people at Fulton’s homeless shelters create résumés and complete job applications and have donated outdated GED study guides for shelter residents to use in preparing for the HiSET exam. Additionally, the Callaway County Health Department has asked CCPL to be involved in their summer program that asks Callaway County residents to set goals to improve their “Mind, Body and Spirit.”

Monthly Reports
Hays-Martin asked for questions regarding the Financial, Service and Director’s Reports, which were included in the Trustees’ packets. In response to a question from Jones, Smith stated that
the Columbia Building Fixed Assets Current Year, which is the amount as of December 31, 2014 is much greater than the Prior Year amount from December 31, 2013 due to CPL renovations that took place in 2014. The original building costs are recorded in the CLD Building Fund.

Committee Reports
Contract & Bylaws: Crumbliss stated that no suggestions were received for the Contract or Bylaws.

ACTION: Crumbliss moved, Powell seconded waiving for the Contract & Bylaws Committee the requirement that all DBRL Committees meet at least once per year. The motion passed.

Nominating: Fennel reported that the committee met on April 16 and developed the following slate:

President: Phil Harrison  
Vice-President/Secretary: Susan Daly  
Warrant Officer: Mary Fennel

Fennel asked that anyone with further nominations contact her by email. The Board will vote on the officers at the June board meeting.

Old Business
2015 Implementation Strategies: Barrett updated the Board on CPL’s New Books shelving, which Carr reported on in April. This week, ten-inch castors were affixed to the shelving and staff began the process of tilting the shelving to angle book spines upward for easier browsing. Staff members are hopeful that these changes make browsing the New Books area more comfortable for patrons.

Kopp reported on the process of procuring a new ILS, which is the system that holds all of the collection information, patron data and circulation records. A new ILS is necessary because maintenance is no longer supported for such an old system and the current contract with SIRSI Dynix ends in December 2015. Therefore, DBRL has the opportunity to migrate to a more modern ILS and negotiate the best possible annual maintenance costs. The RFP was issued at the end of March and three bids were received in response. A staff committee comprising Finney, Kopp, Reeves, Scott and Librarian Kirk Henley are reviewing the three proposals and will view demonstrations of each system next week. The Board will receive a recommendation from the staff committee at the June board meeting. Kopp noted that the new ILS must be the best system for DBRL’s needs, not just the lowest bid. Kopp stated that the bids range from about $300,000 to $500,000 for implementation, training and five years of maintenance.

In response to a question from Carner, Kopp stated that the three bidders are SIRSI Dynix, Innovative/Polaris and TLC.

Finney stated that, as reported in April, staff have been exploring new locations for Community Bookmobile stops. Staff have elected to visit Rocheport on the 2nd and 4th Tuesdays of each month from 3-6:30 p.m., beginning in June. The Rocheport City Council has been very supportive and excited about this service. The stop will be located across from Rocheport’s very active post office.

Kopp exited the meeting.
New Business

Human Resources Policies: Henry presented Policy 1-310 (Employee Insurance Plans) and identified two edits for clarity not included on the version included in the packet. Henry also presented Policy 1-630 (Americans with Disabilities Act Title II Policy) with edits to reflect recent changes in an ADA Amendment. Policy 1-326 (Paid Holidays [Closed and Open]) was presented with changes intended to begin a conversation about whether or not Martin Luther King, Jr. Birthday Observance (MLK Day) should be a closed holiday at DBRL.

In response to a question from Markie, Henry stated that she will discuss with DBRL counsel the suggested wording change of ‘rules’ to ‘guidelines’ on page 4 of Policy 1-630. Because that edit is within the procedures section, the Board may vote on the policy without accepting or rejecting the page 4 edit.

Regarding Policy 1-326, Henry noted that patrons occasionally ask why the library is open on MLK Day and the DBRL Department Managers have discussed the issue and not come to a conclusion. Henry looked at the schedules of peer libraries in Missouri and found that only one, the St. Charles City-County Library, is also open on MLK Day. The Trustees discussed various aspects, such as which option best honors Martin Luther King, Jr., the possibility of bringing in special exhibits and presenters if the library is to be open, and using that day to meet educational/outreach goals. The Trustees suggested various community members to approach for ideas and advice. The Board decided to gather more information and discuss the policy again in June.

ACTION: Jones moved, Markie seconded accepting Policy 1-310 (Employee Insurance Plans) with the edits as presented. The motion passed.

ACTION: Powell moved, Scott seconded accepting Policy 1-630 (Americans with Disabilities Act Title II Policy) with the edits as presented. The motion passed.

ADA Proclamation: Henry asked the Board to consider “signing” the proclamation online as a means of joining the nationwide celebration of the 25th Anniversary of the ADA on July 26, 2015, recognizing the progress that has been made using principles of equality and inclusion, and recommitting to full compliance with the ADA. Six other organizations from Columbia have signed the proclamation and one other U.S. library has signed. In response to a question from Markie, Henry stated that the website, adaanniversary.org, was set up specifically for this year’s anniversary celebration and is maintained by the ADA National Network.

ACTION: Hostetler moved, Crumbliss seconded accepting the Proclamation to Recommit to Full Implementation of the ADA by adding DBRL’s name to the public list of organizations. 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 or announcements.
**Board Comments/Announcements**
Hays-Martin expressed her pleasure at having Powell at the meeting, and Powell thanked the Board for the bouquet sent to her home.

Westerfield announced the CLD slate of officers for 2015-16: President, Lisa Groshong; Vice-President, Phil Harrison; Secretary/Warrant Officer, John French.

Hays-Martin stated that the Trustee Activity for May is to tell one person about a library service with which they are not currently familiar.

**Adjournment**
Hays-Martin adjourned the meeting at 7:10 p.m.

Minutes recorded by Amanda Burke, DBRL staff.