Daniel Boone Regional Library  
Minutes, Meeting of June 11, 2015

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; John French; Philip Harrison, Vice-President/Secretary; Hays-Martin, President; Jean Howard; Jim Jones; Michael Luebbert; Kate Markie; Pat Powell; Khaki Westerfield and Bill Young. Susan Daly, Warrant Officer; Lisa Groshong, Terry K. Higgins; Lynn Hostetler and Gena Scott were absent.

Also in attendance were 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 were no members of the public in attendance.

Closed Session  
ACTION: Luebbert moved, Baka seconded entering Closed Session concerning matters of legal action as authorized under 610.021(1) RSMo. Vote on the motion was taken by roll call: Baka – yes; Carner – yes; Crumbliss – yes; Fennel – yes; French – yes; Harrison – yes; Hays-Martin – yes; Howard – yes; Jones – yes; Luebbert – yes; Markie – yes; Powell – yes; Westerfield – yes and Young – yes. The motion passed.

Carner and Markie recused themselves and exited the meeting for the duration of the Closed Session.

Hays-Martin resumed the meeting in Open Session at 6:21 p.m.

Approval of Minutes  
Hays-Martin asked for corrections or changes to the open or closed session minutes from May 14, 2015. Hearing none, she declared the minutes approved as written.

Director’s Comments  
Carr thanked Hays-Martin for serving as President for the 2014-15 Board Year and presented her with a signed certificate from the DBRL staff.

Carr thanked the Trustees for sending in their committee preferences. Committee assignments will be announced next month.

Carr asked for and several Trustees indicated their interest in holding a Trustees’ discussion of the 2015 One READ selection. Staff will poll Trustees to determine a date for the discussion and will bring copies of the book to next month’s Board Meeting.

Finney reported on the work of DBRL’s Outreach Department and discussed several new services. A new Community Bookmobile stop at Rocheport was introduced this week. A wireless hotspot and laptop have been purchased, thanks to memorial gifts in honor of a patron of Outreach services. These tools allow Outreach staff to provide point-of-service circulation functions and Reader’s Advisory when visiting housebound patrons and assisted living facilities. Also, Outreach staff are partnering with Osher Lifelong Learning Institute by taking the bookmobile to their center and offering a session on Lynda.com this fall.

Monthly Reports  
Hays-Martin asked for and received no questions regarding the Financial, Service and Director’s
Committee Reports
Nominating: Fennel stated that no further nominations have been received. As announced in May, the committee met on April 16 and developed the following slate:

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

ACTION: The proposed slate of officers comes as a motion from the committee and does not need a second. The slate was approved unanimously.

Risk Management: Smith stated that the memo in the packet is an update on the process of selecting a new Retirement Investment Advisor (RIA). He noted that two firms will interview with the Risk Management Committee on June 17: Alexander LaBrunerie & Company and Sundvold Financial. He also stated that the Committee has been discussing the benefits and drawbacks of entering a full fiduciary relationship with the library’s RIA, and that the Committee is leaning toward remaining in a co-fiduciary relationship with the selected firm. Smith stated that Board Members not on the Committee are welcome to attend the interviews on June 17 at 5:30 pm in the Virginia Young Room.

District Board Reports
Columbia Library District: Baka stated that the CLD Board elected the following officers for 2015-16:

- President: Lisa Groshong
- Vice-President: Phil Harrison
- Secretary/Warrant Officer: John French

Baka also reported that the district board approved a budget to expend donations received from the Friends of the Columbia Public Library.

Old Business
2015 Implementation Strategies: Carr thanked Finney, Kopp, Mitchell, Reeves, Scott and Librarian Kirk Henley for their work to issue the RFP and select a new ILS vendor. Kopp stated that three bids were received and reviewed by the staff committee. The committee also viewed three demonstrations and visited another library to see one of the systems in action. Although all of the systems had attractive features, the committee determined that the SirsiDynix ILS, Symphony, will best meet DBRL’s needs. Kopp noted that the final negotiated contract price is anticipated to be greater than the bid price as DBRL staff would like to add a text messaging feature to alert patrons of holds.

In response to a question from Carner, Kopp stated that the new ILS will come with a new server and upgraded database management system.

ACTION: Powell moved, Howard seconded authorizing staff to negotiate and form a contract with SirsiDynix to procure the Symphony ILS. The motion was approved.

New Business
September Board Meeting: Carr stated that the only date the 2015 One Read author, Emily St. John Mandel, is available to speak in Columbia falls on the date of the September DBRL meeting. She
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suggested that the start time of the DBRL meeting on September 10 be changed to 5:30 p.m. so that the DBRL Trustees can attend this major library event.

ACTION: Baka moved, Westerfield seconded changing the start time of the September 10, 2015 board meeting to 5:30 p.m. The motion was approved.

Human Resources Policies: Henry stated that she spoke to DBRL’s legal counsel about the suggested wording change of ‘rules’ to ‘guidelines’ on page 4 of Policy 1-630 (Americans with Disabilities Act Title II Policy). The attorney verified that she intended the wording change with the corresponding change in meaning.

Henry presented Policies 1-330 (Leave of Absence Without Pay [Lost Time]) and 1-340 (Family and Medical Leave of Absence [FMLA]). Henry noted that, prior to the meeting, a Trustee submitted some wording changes for Policy 1-330 that do not affect the content of the policy and will be implemented. In response to a question from Hays-Martin, Henry stated that Lost Time is used most frequently by employees who are not eligible to earn vacation hours. Henry pointed out that the definition of spouse is amended in Policy 1-340. Powell suggested a sentence in Policy 1-340 be reviewed and edited to eliminate redundancy. In response to a question from Young, Henry clarified how DBRL’s FMLA policy and definitions are related to the U.S. and State of Missouri’s laws and definitions.

ACTION: Young moved, Howard seconded accepting Policies 1-330 (Leave of Absence Without Pay [Lost Time]) and 1-340 (Family and Medical Leave of Absence [FMLA]) with the edits as presented. The motion passed.

Miscellaneous
There was no miscellaneous business.

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

Staff Comments/Announcements
Carr stated that she spoke by phone with Higgins, who is doing well and extended her thanks to the Board for the bouquet sent to her home.

Board Comments/Announcements
Hays-Martin thanked Jones for six years of service and presented him with a signed certificate from the DBRL staff and an engraved bookmark.

French stated that, following the discussion at the May Board Meeting, he and Councilman Dr. Clyde Ruffin met with Carr to discuss the Martin Luther King Jr. holiday and how DBRL might best honor Dr. King. Carr said that, as a result, staff members are discussing programming ideas.

Hays-Martin stated that the Trustee Activity for June is to invite a family to participate in Summer Reading.

Adjournment
Hays-Martin adjourned the meeting at 7:28 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

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Board Secretary