Call to Order, Roll Call and Determination of Quorum
Phil Harrison called the meeting to order at 6:00 p.m. in the Meeting Room of the Southern Boone County Public Library (SBCPL).

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

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

Harrison thanked Daly and Fennel for serving as DBRL officers for 2015-16. He noted that 2015-16 committee assignments will be announced in the next few weeks.

Harrison thanked Hays-Martin for her outstanding service as DBRL President for 2014-15.

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

Closed Session
ACTION: Westerfield moved, Crumbliss 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: Carner – yes; Crumbliss – yes; Daly – yes; Fennel – yes; French – yes; Groshong – yes; Harrison – yes; Hays-Martin – yes; Higgins – yes; Hostetler – yes; Howard – yes; Luebbert – yes; Markie – yes; Scott – 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. Excepting Burke, Carr and Smith, all staff members exited the meeting.

Harrison resumed the meeting in Open Session at 6:15 p.m. Carner, Markie and all staff members rejoined the meeting.

Approval of Minutes
Harrison asked for corrections or changes to the open session minutes from June 11, 2015. Following a suggestion from Markie, he declared the minutes approved with the proposed edit.

Monthly Reports
Director’s Report and Comments: Carr introduced Mitchell, who reported on her first year as Manager of SBCPL. Mitchell praised the friendly patrons and great staff at SBCPL. Mitchell noted how the patrons love to share stories about the library’s photo murals. Mitchell noted two recent, generous donations to the branch, one of which will be used to purchase a personalized concrete bench for the east side of the building. Mitchell noted that SBCPL is participating alongside Boone Medical Group, Moser’s and other local sponsors in the 26.2-mile “Kids on Track” summer fitness program. Finally, Mitchell announced that 75 children signed up on the first day of Summer Reading at this location.

Carr updated the Board of the ongoing dilemma of overcrowding at SBCPL due to Southern Boone School District (SBSD) requiring students to leave campus during early release on
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Wednesday afternoons before returning to campus for after-school activities. Carr and Mitchell will be meeting with the SBSD superintendent and Ashland community members on July 20 to discuss options.

As stated in the Director’s Report, Carr noted that volunteers are needed for the DBRL Foundation fundraiser at Lucky’s Market on July 30. She also reiterated the request for Trustees to contact Harrison if they are interested in attending all or a portion of the joint Kansas/Missouri Library Association Conference in Kansas City on September 30-October 2.

Carr reminded the Trustees to check out a copy of the One READ title, “Station Eleven,” to read in advance of the October 1 Trustee book discussion.

Hays-Martin expressed her appreciation for the Books By Snail program, stating that it “meets the patrons where the need is.”

Financial Report: In response to a question from Hays-Martin, Smith stated that Other Income includes revenue from Perk Desk sales, replacement library card fees, a PILT payment from the City of Columbia and other miscellaneous revenue.

Service Report: Harrison asked for and received no questions about the Service Report.

District Board Reports
Boone County Library District: Carr presented an overview of tax abatement opportunities that can affect the DBRL region and how the DBRL Board is represented when a proposal is being considered.

Carner reported that, as there was a small window of time before the Chapter 100 Review Panel meeting on July 10, the BCLD attended the Columbia Public Schools (CPS) board meeting on July 8 to hear a presentation from REDI. Employees of Kraft Heinz were also in attendance and answered questions from both boards. Kraft Heinz is applying for a 75% abatement of real and personal property taxes on new investments. Following the CPS meeting, the BCLD board met to discuss the presentation and decide how their representative, Carner, should vote at the Chapter 100 Review Panel meeting. The BCLD board passed a motion to vote in support of the proposal. At the Review Panel meeting on July 10, all attendees voted in favor, so the Boone County Commission will now review the proposal. Carner stated that the first reading by the County Commission was scheduled for today, July 16.

Smith discussed the possible financial impact for the BCLD and stated that the district will be in a better position in the long run if the Chapter 100 proposal is successful and Kraft Heinz maintains its Columbia plant. Smith noted the added bonus of supporting a local business that employs hundreds of local residents. Smith stated that the calculations are based on assumptions made by REDI and may be subject to changes.

Callaway County Library District: Luebbert reported that the CCLD met earlier today and elected the following officers for 2015-16:

President: Terry K. Higgins
Vice-President: Tonya Hays-Martin
Secretary/Warrant Officer: Mary Fennel
Additionally, Luebbert stated that the board received a brief report on the successful appeal by Ameren to reduce their Callaway County property’s assessed valuation, which will result in decreased revenue for the CCLD in 2016.

**Committee Reports**

**Risk Management**: Scott stated that the committee interviewed the firms of Alexander LaBrungerie & Company and Sundvold Financial on June 17. Following the interviews, the Committee moved to recommend contracting with Sundvold Financial for Retirement Investment Advisor services. Additionally, the committee recommended remaining in a co-fiduciary relationship with the selected firm.

In response to a question from Daly, Smith stated that the current contract expires on July 31, 2015 and the new RIA will take effect on August 1. Smith noted that staff and the new RIA will soon discuss whether the current record keeper, Daily Access Corporation, will be retained or not and make a recommendation to the Risk Management committee on that matter.

In response to a question from Young, Smith stated that the staff recommendation to the Risk Management Committee was unanimous.

**ACTION:** The motion came as a recommendation from the Risk Management Committee and does not require a second. The motion was approved.

**Old Business**

**2015 Implementation Strategies**: In response to a question from Young, Carr stated that staff aim to implement the remodeled Digital Branch by January 1, 2016. However, work has been delayed due to the resignation of DBRL’s web developer. Work on the remodeling will recommence when the new web developer begins in August.

**Human Resources Policies**: Henry presented Policy 1-326 (Paid Holidays [Open and Closed]) with one minor change. The policy was first presented at the May Board meeting and tabled to gather further information.

**ACTION:** Howard moved, Luebbert seconded accepting Policy 1-326 (Paid Holidays [Open and Closed]) with the suggested edit. The motion was approved.

**New Business**

**Administrative Policies**: Carr presented Policies 2-616 (Ethics Statement for Public Library Trustees) and 2-618 (Responsibilities of the DBRL Board of Trustees). Carr stated that Policy 2-616 was edited to reflect the amended ethics statement published by ALA in 2012. A phrase added by the DBRL Board to the previously adopted ALA statement was retained in the edited version presented tonight. That phrase is, “including participation in the annual Director’s Evaluation.” The Trustees suggested edits for clarification and to reflect DBRL’s organizational climate. Harrison suggested that the policy be tabled pending closer review by those Trustees who are interested in making edits.

Carr noted that she sent Policy 2-618 to Harrison and the two previous DBRL Presidents to review in advance of the meeting and one suggestion was received.

**ACTION:** Luebbert moved, Daly seconded accepting Policies 1-618 (Responsibilities of the DBRL Board of Trustees) with edits as presented. The motion passed.
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In response to a call for volunteers from Harrison, Markie, Hays-Martin and Young offered to serve on an Ad Hoc committee to review Policy 2-616. Harrison appointed Young the chair of the Ad Hoc committee.

Miscellaneous
In response to a question from Groshong, Carr stated that the sculpture called “Tree of Knowledge” is now located on the south side of CPL.

Groshong shared that she passed along many tips on DBRL’s digital resources to fellow travelers during a recent vacation.

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

Staff Comments/Announcements
There was no comment from the staff members in attendance.

Board Comments/Announcements
Luebbert noted that CCPL has continued to receive excellent coverage in the Fulton Sun, including front page stories and full-color photos.

Fennel announced the Friends of the CCPL book sale being held Friday, July 17 from 4:30-6:00 p.m. for Friends members and open to the public on Saturday, July 18 from 9:00 a.m.-12:00 p.m.

Harrison stated that he attended the ALA Annual Conference and participated in many United for Libraries sessions. He found the conference very stimulating. Harrison’s full report will be in the August 2015 board packet.

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

Minutes recorded by Amanda Burke, DBRL staff.

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Board Secretary