Call to Order, Roll Call and Determination of Quorum
Phil Harrison called the meeting to order at 5:30 p.m. in the Young Room of the Columbia Public Library (CPL).

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

Also in attendance were patrons Fred and Sherry Berry, DBRL Director Melissa Carr and staff members Elinor Barrett, Amanda Burke, Melanie Henry, Ronda Mitchell, Angela Scott, Jim Smith and Mitzi St. John.

Public Comment
Sherry Berry requested that the Board consider options to improve access to the library from the south parking lot. She finds the ramp inaccessible and believes that others have the same difficulty. She acknowledged the accommodations DBRL currently offers people who need assistance, including mobility scooters and home delivery. Mrs. Berry asked that the Board look at installing an exterior elevator at CPL and look into fundraising or grants that would mitigate the cost of the project.

Fred Berry stated that the library technically meets ADA requirements but is still inaccessible to many. Mrs. Berry also suggested that Columbia’s population of older residents is likely to increase in the future. Mr. Berry suggested locations for an elevator or a combined elevator/parking garage.

Mr. and Mrs. Berry exited the meeting.

Approval of Minutes
Harrison asked for corrections or changes to the minutes from August 13, 2015. Hearing none, he declared the minutes approved as written.

Monthly Reports
Director’s Report and Comments: Carr reported that the City of Columbia plans to replace a bus shelter located on the north side of CPL pending a public hearing on October 19 and approval by the City Council. The CLD Board may need to discuss an easement for the bus shelter at a future meeting.

Carr stated that reports of fleas and bats at CPL have slowed but the staff remains watchful. Daly noted that she thanked an Orkin representative for their donated services and he suggested re-treating the area in the upcoming weeks. Carr said the possibility is being discussed. Barrett noted that she and Carr met with Stephanie Browning at the Columbia/Boone County Department of Public Health and Human Services and no other treatment suggestions were made. Carr added that the Animal Control Division was consulted regarding the bats.

Carr reminded the Trustees that the 2015 One READ author, Emily St. John Mandel, begins her talk at 7:00 p.m. tonight.


Service Report: Harrison asked for and received no questions about the Service Report. Hays-
Martin congratulated the staff on the success of Books By Snail and the number of new cardholders enrolled through the program. Carr noted that the increase in visits at CPL was surprising considering the library closed for over two days last month.

District Board Reports
Callaway County Library District: Hays-Martin reported that the CCLD met on August 26 and approved setting the 2015 operating tax rate at 20 cents per $100 of assessed valuation. Carr noted that the district opted to roll up to the voter-approved maximum due to the projected revenue loss resulting from the lowered assessed valuation of the Ameren Missouri property in Callaway County. Even with this rate roll-up, CCLD is projected to receive less tax revenue in 2016 than in 2015. Therefore, the CCLD Board discussed cost-saving and fundraising measures to ensure that scheduled maintenance and library improvements can occur as planned in future years.

Old Business
Carr noted that the 2015 Implementation Strategy to examine and bid the benefits and insurance broker service contracts will be moved to 2016 in order to address the bid for new accounting software in this year.

Henry presented the ADA Self-Evaluation and reviewed the process of completing the plan. The assessment of current services and procedures was performed by surveying staff, patrons and other community organizations that serve individuals with disabilities. The survey information is included in the appendices. The assessment of physical facilities was performed by an outside consultant, Gerald Morgan. Henry stated that the next step is to prioritize any changes to be made, and staff will meet with representatives from relevant community organizations to gain their opinions on this phase. Henry expects the transition plan will be reviewed by the Board in January 2016, so it will be necessary to include a placeholder for associated expenditures in the Final CY 2016 Operating Budget. Carr stated that the Self-Evaluation process has been very informative and she thanked Henry for her work on the project.

The Trustees discussed parking and accessibility options at CPL, whether parking spaces in lot C are more available since installing offsite pick-up and drop-off locations, and the reason why there are no branch libraries in the Columbia area.

In response to a question from Jacobs, Finney stated that people with disabilities ask for assistance from staff daily. He noted that the process of recording these occurrences is being revised so precise data can be reported in the future. In response to a question from Harrison, Finney stated that, in his opinion, it is unlikely that anyone requesting assistance would have to wait more than a couple of minutes. Calls for assistance are routed to the renewal line, which is manned continuously. Barrett noted that staff have not received any complaints from patrons stating that they had to wait for an excessive amount of time, nor from patrons pushing strollers who find access to the building difficult. In response to a question from Powell, Barrett stated that, in case of an emergency and the elevators are out of commission, a patron who cannot use the stairs would either be sheltered in a designated area of refuge or carried to another floor of the building.
New Business
Administrative Policies: Carr presented Policy 2-615 (ALA Code of Ethics) with no suggested edits. Carr also presented Policy 2-695 (Smoking) with edits to remove wording regarding the policy’s implementation dates.
ACTION: Powell moved, Markie seconded accepting Policy 2-695 (Smoking) with 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
There was no comment from the staff members in attendance.

Board Comments/Announcements
Luebbert noted that he is spreading the word about the new bookmobile stop in Rocheport.
Powell added that she has only heard good things from people who have used the service.
Crumbliss reminded the Trustees that the Risk Management Committee meets on September 17.
Harrison reminded the Trustees that the 2015 One READ author, Emily St. John Mandel, begins her talk at 7:00 p.m.

Adjournment
Harrison adjourned the meeting at 6:24 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

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Board Secretary