Call to Order, Roll Call and Determination of Quorum
Phil Harrison 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; Mary Fennel, Warrant Officer; John French; Lisa Groshong; Harrison, President; Lynn Hostetler; Jean Howard; Brouck Jacobs; Michael Luebert; Kate Markie; Pat Powell; Gena Scott; Khaki Westerfield and Bill Young. Julie Baka; Angie Crumbliss; Susan Daly, Vice President/Secretary; Tonya Hays-Martin and Terry K. Higgins were absent.

Also in attendance were DBRL Director Melissa Carr and staff members Elinor Barrett, Amanda Burke, Greg Reeves, Angela Scott, Jim Smith, Mitzi St. John and Lauren Williams.

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

Approval of Minutes
Harrison asked for corrections or changes to the minutes from September 10, 2015. Hearing none, he declared the minutes approved as written.

Monthly Reports
Director’s Report and Comments: Carr reported on her involvement with the Changing the Odds committee of the Chamber of Commerce Women’s Network. Changing the Odds holds two seminars per year to assist women who’ve never had a job, not had a job recently or had changes in career with training on career development, job hunting, résumé writing, interview skills and the keys to dressing for success. Participants are given a $50 voucher to Upscale Resale for interview clothing when they complete the program. DBRL is providing information about Lynda.com and other library resources to the participants.

Carr noted that she attended several valuable sessions at the annual Missouri Library Association conference, held jointly this year with the Kansas Library Association. Staff will be meeting next week to discuss what ideas they took away from the conference and other recent training experiences that may be useful to implement at DBRL. Carr thanked Howard for attending a portion of the conference. Carr stated that former DBRL Trustees Don and MaryEllen Sievert were gratified to receive the Virginia G. Young Award for exemplary service to libraries.

St. John and Williams updated the Trustees on the design and implementation of a new web interface for DBRL. St. John stated that DBRL has had a web presence since 1993 and the current site was launched in 2008. The way that patrons use the web has changed dramatically since that time. Williams displayed images of the proposed design and noted that specific changes include the elimination of specialized language and large blocks of text, reduction of the number of clicks it takes to reach desired information, and reorganization of search results to allow for the serendipitous discovery of related programs and services.

Williams thanked Erica Babcock, Tina Coleman and Jenny McDonald of the PR Department for their work on the visual design. As the Web Developer position is currently vacant, staff contracted with Hub & Spoke to do programming on the back end. Staff hope to launch the new site in January 2016.

In response to a question from Hostetler, Williams said that patrons can create their own user names depending on what service they are using. OverDrive does not offer that option. Young
asked staff to contact OverDrive and urge them to offer the option.

In response to a question from French, St. John said that staff are working with Hub & Spoke to ensure the site’s security. In addition, MOREnet and DBRL’s IT Department and Web Developer offer security support.

Financial Report: In response to a question from Young, Smith stated that the cost of work done on the parking lots in 2014 was capitalized, which caused the difference between the Columbia Building Fixed Assets totals for the Previous Year (as of December 31, 2013) and the Current Year (as of December 31, 2014).

Service Report: Harrison asked for and received no questions about the Service Report. Carr noted that the high number of visits at the Columbia Public Library (CPL) continued from August through September.

Committee Reports
Risk Management: Smith reported that the committee met on September 17 and reviewed draft changes to Policy 2-716 (Retirement Investment) as well as a proposed amendment to the DBRL retirement plan that would allow benefit-eligible employees to enroll on the first of the month following the first 30 days of employment.

Williams exited the meeting.

Smith noted that the change to the retirement plan would affect only those employees working 20 or more hours per week. In regards to the policy, Smith stated that the changes were made to add a new benchmark, update the name of the library’s Retirement Investment Advisor and further clarify the text.

ACTION: The motion came from the Long-Range Planning Committee to approve Policy 2-716 (Retirement Investment) with changes as suggested.

In response to a question from Young, Smith stated that ‘style drift’ is divergence of a mutual fund from its stated investment style or objective.

ACTION: The motion passed.

ACTION: The motion came from the Long-Range Planning Committee to approve amending the DBRL 401(k) Retirement Plan to allow benefit-eligible employees to enroll on the first of the month following the first 30 days of employment, beginning January 1, 2016. The motion passed.

Long-Range Planning: Carner stated that the committee met on October 8 and reviewed both the 3rd Quarter Update on the 2015 Implementation Strategies and the draft 2016 Implementation Strategies. Carner noted that some of the draft 2016 Implementation Strategies are prioritized to complete in advance of the anticipated 2017 merger.

In response to a question from Young, Barrett stated that the terms “free-range librarianship,” “embedded librarianship” and “pop-up libraries” all refer to strategies for taking services to patrons outside of traditional library facilities and are typically short-term and informal arrangements.

ACTION: The motion came from the Long-Range Planning Committee to adopt the draft 2016 Implementation Strategies. The motion passed.
Old Business
There was no old business.

New Business
There was no new business.

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
Markie relayed that members of the Columbia Weavers and Spinners Guild had many complimentary things to say about library services at their last meeting.

Fennel announced the Friends of the CCPL book sale on October 16 and 17.

Powell invited Trustees to attend an event on November 12 organized by her book club. DBRL Librarian and author Svetlana Grobman will be speaking. Please come to the Friends Room at CPL between 11:30 a.m. and noon.

Hostetler announced that an obituary was published yesterday for Bertrice Bartlett, long-time DBRL Trustee, who passed away in March 2015. He noted that Bartlett was influential in the design and construction of CPL. The service will be November 28 at Stephen’s College.

Adjournment
Harrison adjourned the meeting at 6:35 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

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Board Secretary