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

Also in attendance were Heidi Chick of Williams-Keepers LLC, practicum student Tan Suo, DBRL Director Melissa Carr and staff members Amanda Burke, Betsy Collins, Megan Durham, Patrick Finney, Melanie Henry, Mark Mayfield, Patricia Miller, Greg Reeves, Angela Scott, Jim Smith, Mitzi St. John and Kristy Toplikar.

Durham, Mayfield and Toplikar exited the meeting.

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

Approval of Minutes
Harrison asked for corrections or changes to the minutes from March 10, 2016. Hearing none, he declared the minutes approved as written.

Committee Reports
Finance Committee
Fennel reported that the committee met with Chick on April 4 to review the 2015 audit. The committee approved a motion recommending the Regional Board accept the 2015 DBRL Audit Report.

Chick noted that the audit went smoothly and a clean opinion was issued. She pointed out the Summary Report document, which summarizes the financial statements, management letter and communication letter. Chick thanked Smith and Carr for their involvement in the audit process.

ACTION: The motion came from the Finance Committee recommending the DBRL Board of Trustees approve the 2015 DBRL Audit Report. The motion passed.

Chick exited the meeting.

Fennel stated that the committee also reviewed the Cost Allocation Report, noting that both the Callaway County Library District (CCLD) and combined Boone County Library District/Columbia Library District (BCLD/CLD) reported revenues over expenditures for the year ending December 31, 2015. Fennel noted that the CCLD’s revenue increased and actions were taken to reduce direct expenses in 2015. In the BCLD/CLD, revenue increased and fewer Building Operations and Maintenance and Capital Outlay expenditures were recorded in 2015.

Monthly Reports
Director’s Report and Comments: Carr thanked the CCLD Trustees for their recent presentation to the Fulton City Council. Feedback has been positive. Luebbert thanked Carr, St. John and Reeves for their assistance in preparing for the presentation. In response to a question from Daly, Carr stated that staff or Trustees have met with some other town councils and commissions in recent years, both formally and informally, and the CCLD Trustees are scheduled to meet with
Daniel Boone Regional Library
Minutes, Meeting of April 14, 2016

the Callaway County Commissioners in May. Hays-Martin stated that it is easy to be an advocate for a great organization.

Carr provided a legislative update, noting that HB12 is now in a conference committee. She reviewed the differences between the House, Senate and Governor’s recommendations.

Carr reminded the Trustees that April 29 is Staff Day and all DBRL facilities will be closed. Hays-Martin volunteered to help distribute awards to staff members who have hit employment milestones this year.

Carr informed the Trustees of a bingo fundraiser being conducted by William Woods University seniors, with proceeds to benefit the Callaway County Public Library (CCPL). The fundraiser is this Saturday, April 16, in Fulton.

Carr reminded the Trustees to vote for the 2016 One READ title and distributed ballots.

Lastly, Carr reminded the board that the May meeting will be held at the Southern Boone County Public Library (SBCPL).

Financial Report: Harrison asked for questions about the Finance Report. Smith noted that the City of Columbia and Boone County provided information in order to close out December reports. When they provide current year’s investment income information, it will be included in the next report.

Smith thanked Carr, Diana Buckner and the rest of the Administrative Department for their assistance in the audit process.

Service Report: Harrison asked for questions about the Service Report. Luebbert complimented the design of the new Library-To-Go sign in Holts Summit.

Old Business
2016 Implementation Strategies: 1st Quarter Report: Harrison asked for questions about the 1st Quarter Report. In answer to a question from Young, Carr stated that after consulting with the library’s attorney and working with St. John, she will present information and talking points to the Board in late summer or fall in preparation for the merger that can take place after August 2017.

New Business
Administrative Policies: The Trustees reviewed the suggested changes to Policy 2-650 (Exhibits and Displays). Carr noted that none of the current DBRL facilities have large or permanent display spaces, so exhibit tend to be temporary and tied in with current programming.

ACTION: Daly moved, Hostetler seconded approving 2-650 (Exhibits and Displays) 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
Henry provided an update on ADA Transition Plan projects. Curb reshaping at the northwest corner of Broadway and Garth will be performed after the City of Columbia mills and overlays
Daniel Boone Regional Library  
Minutes, Meeting of April 14, 2016

Garth later in 2016. Additionally, three more accessible parking spaces will be added to the Columbia Public Library (CPL) north parking lot during the restriping phase after the lot is resurfaced this year. In the south parking lot, a drop-off and pick-up area will be designated with new striping after the lot is resurfaced. It is anticipated that work at CCPL to make the sidewalk slope ADA-compliant will begin on Monday. Work on the sidewalk at SBCPL has finished.

Reeves thanked the CCPL staff for their excellent customer service during the recarpeting project and noted that the patrons adapted well to the temporary disruption.

**Board Comments/Announcements**

Fennel noted that she patronized the Eagle Scoop in Ashland recently and noted a banner about the public library. Carr agreed that the owners of Eagle Scoop have been great supporters of SBCPL.

Higgins noted that funeral services for former DBRL Board Member Gail Fuller will be held on April 16.

Luebbert thanked Reeves for his hard work during the recarpeting project at CCPL.

**Committee Reports, Continued**

**Evaluation Committee**


All staff members exited the meeting.

The Board entered Closed Session at 6:31 p.m.

The Board resumed Open Session at 6:48 p.m.

**Adjournment**

Harrison adjourned the meeting at 6:50 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

___________________________
Board Secretary