Call to Order, Roll Call and Determination of Quorum
Susan Daly called the meeting to order at 6:00 p.m. in the Virginia G. Young Room of the Columbia Public Library (CPL).

Daniel Boone Regional Library (DBRL) Board members in attendance were: Daly, President; Mary Fennel; John French; Lisa Groshong; Phil Harrison; Lynn Hostetler; Jean Howard; Brouck Jacobs; Kate Markie; August Nielsen; Pat Powell; Gena Scott; Khaki Westerfield and Bill Young. Julie Baka, Dorothy Carner, Tonya Hays-Martin and Michael Luebbert were absent.

Also in attendance were DBRL Director Melissa Carr, and staff members Elinor Barrett, Amanda Burke, Betsy Collins, Patrick Finney, Melanie Henry, Patricia Miller, Liz Pfeiffer, Greg Reeves, Angela Scott, Jim Smith and Lauren Williams.

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

Approval of Minutes
Daly asked for corrections or changes to the minutes from November 10, 2016. Hearing none, she declared the minutes approved as written.

Monthly Reports
Director’s Report and Comments: Carr began by reading a positive comment left on the DBRL Facebook page.

Carr reported that the Friends of the Columbia Public Library voted at their annual meeting to donate $82,000 to DBRL! The Friends logged over 5,000 volunteer hours in 2016.

Carr thanked French, Harrison and Howard for attending the Columbia Values Diversity Breakfast that morning. Feedback about the program has been positive.

Carr reminded the Trustees that the Missouri Library Association (MLA) Library Advocacy Day is February 7, 2017. Fennel, French and Powell have volunteered to join with staff that day for a legislative update from MLA staff and to speak with State Representatives and Senators from the DBRL region about the importance of library funding.

Financial Report: Smith noted that the November 2016 Financial Report was emailed to the Trustees. Hard copies of the Preliminary December 2016 Financial Report were distributed prior to the meeting. Daly asked for and received no questions about the Finance Report. Carr praised Diana Buckner, Smith and Henry for their hard work in recent weeks to produce the financial reports and payroll for the first time using the new accounting software.

Service Report: Daly asked for received and no questions about the Service Report. Carr noted that Digital Circulation was 16% of Total Circulation in 2015, and grew to over 21% of Total Circulation in 2016.

District Board Reports
Columbia Library District (CLD): Groshong reported that the CLD Board met prior to the regional board meeting and approved an easement for the City of Columbia Water & Light to install electrical equipment along the north edge of the CPL properties on North Garth.

Committee Reports
Long-Range Planning Committee: Barrett stated that the presentation about Analytics on Demand has been rescheduled to the February board meeting due to illness.
Barrett updated the board on the Strategic Direction process. Forty-four Community Conversations events have been scheduled in locations across the region so that all residents have the opportunity to attend on at least one date. Some Conversations will be held with specific segments of the public, including professional organizations, towns with Community Bookmobile stops, and social services providers.

Barrett stated that consultant Maureen Sullivan will return to facilitate the forum with community leaders. The Long-Range Planning Committee met in December and helped develop the list of invitees for that event.

Sullivan will report her findings to the DBRL Board on March 9 and to the staff on March 10. The Board will meet on March 16 to discuss Sullivan’s analysis and draft goals for the new Strategic Plan.

Barrett reviewed the information that will be conveyed by facilitators at the beginning of each Community Conversation, and Trustees provided feedback.

The Trustees split into groups to perform an exercise using the proposed questions for the Community Conversations. Upon resuming, Barrett asked for positive and negative feedback. Trustees contributed ideas for improving the process.

**New Business**

In response to a question from Hostetler, Smith confirmed that all three library districts, as well as the region, must have a 218 Agreement on file with the Social Security Administration (SSA).

**ACTION:** Howard moved, Hostetler seconded adopting the Resolution Relating to Federal Old-Age, Survivors and Disability Insurance and the State of Missouri Plan and Agreement. The motion passed unanimously.

**Miscellaneous**

There was no miscellaneous business.

**Public Comment**

There were no members of the public in attendance.

**Staff Comments/Announcements**

There were no comments from the staff members in attendance.

**Board Comments/Announcements**

Powell noted that the members of her book club would like a wider selection of PlayAway titles.

**Adjournment**

Daly adjourned the meeting at 7:45 p.m.

Minutes recorded by Amanda Burke, DBRL staff.