

KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

January 15, 2020

Meeting Room, Kirkwood Public Library, 140 E Jefferson Ave

Board Attendance: Eads, Lasater, McLaughlin, Meckes, Molitor, Price, Reyes-Jones

Board Absent: Clark, Leming

Staff Attendance: Emma DeLooze-Klein, Lisa Henry

Guests: City Council Liaison Wallace Ward

Call to Order

The meeting was called to order by Meckes at 5:30 p.m.

Business from the audience –

Public Comments: None

City Council: Ward reported the final submission of zoning changes has been sent to planning and zoning, allowing for new construction to continue, while protecting Kirkwood lifestyle and allowing increased height downtown to encourage growth. The budget process begins next week. There is a shortfall for the police and fire pension plan.

Minutes –

Eads made a motion to approve the minutes of November 20th, Lasater seconded and the vote to approve was unanimous by the trustees who were in attendance.

Librarian's Report –

DeLooze-Klein reported:

- There has been a lot of publicity about St. Louis County and Public going fine free this month. KPL was a trailblazer in this area—we were the first library in the area to go fine free over a year ago! All materials are fine free with the exception of circulating technology and our Hot Reads and DVD collections.
- The Missouri Humanities Council had a recent grant opportunity to support organizations whose work increases understanding of the African American experience through public programming. The Library has been awarded the maximum amount--\$2,500. This funding will support a 6-month series of programming for children, teens, and adults. The Library was also awarded \$9,000 from the State Library to support the summer reading program.
- Winter Reading is still in full swing. Youth services has already seen a 21% increase over last year's registrations, and Adult is also projected to beat last year's numbers—all with a little over a month left to go!

- The Library has two new databases for public use—Mango Languages and Universal Class.
Mango is a language learning software that includes access to over 70 world languages as well as ESL courses.
Universal Class is an online education database with a variety of courses from business, accounting, and finance to crafting and parenting. Many of the courses also include the option for patrons to earn Continuing Education Units.
- For the past 6 years the Library has partnered with the Kirkwood School District for “Read Attack.” The Read Attack program combines fun books with volunteers who enjoy reading aloud. These volunteers visit the schools once during a set month to read to a fourth grade class. Only a portion of the book is read in hopes that the students would then want to check the books out. This year five area schools are interested, which means we need many volunteer readers. It is a small time commitment and a lot of fun. Interested trustees should let Emma know and staff will arrange a time for them.

Trustees’ Reports –

Meckes reported Jobeth Bradbury mentioned seeing many positive interactions at the front desk while she was here and Eads seconded.

Committee Reports –

Finance: Henry reported staff is working on year end tasks and getting ready to begin the budget process for next fiscal year. The current year to date financials were reviewed, with 65% of budgeted revenue received already and 53% of the budgeted expenses spent. Professional services, computers and adult books will all be amended.

Building and Grounds: Molitor reported the men’s main floor restroom toilet is finally fixed (an alcohol bottle was discovered in the pipes) and a short power outage caused the fire curtains to drop. The committee will be meeting soon to discuss updates to the building plan, and some sustainability projects coming up such as hand dryers in the restrooms and a bike repair station.

Personnel: No report.

Development: Eads reported 229 donors have contributed \$18,992 for the Annual Appeal and the endowment balance was \$1,599,403.21 as of 12/31.

Unfinished Business:

None

New Business

- A. Sign Code of Ethics – trustees signed the ethics code, which is reviewed and signed annually by trustees and staff.
- B. Lodge Revised Library Card Policy: DeLooze-Klein reviewed the proposed changes to the policy, which came from the work on the nonprofit tool kit and creates more benefits for nonprofits. The changes clean up some block text and organize the appendix, as well as gives area nonprofits a 50% discount on printing. We are the only local library with a card of this type.
- C. Budget Timeline: DeLooze-Klein reviewed the budget timeline, which begins with managers reviewing their current line items year to date in anticipation of asking for any changes. The timeline has been extended to allow for the new director to have input.

Meckes thanked DeLooze-Klein for her hard work as Interim Director.

Lasater made a motion to adjourn the regular board meeting at 6:00 pm, which was seconded by Eads and passed by unanimous vote of the Trustees.

The next regular board meeting will be on Wednesday, February 19th at **5:30** pm at the Kirkwood Public Library Meeting Room, 140 E Jefferson Ave.

Respectfully submitted by Lisa Henry, Director of Operations