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: None

Minutes –

Eads made a motion to approve the minutes of April 15th, Lasater seconded and the vote to approve passed by the trustees who were in attendance, with one abstention (Clark).

Librarian’s Report –

Van Herreweghe reported:

- Summer Reading kicked off virtually, with a high number of signups for all ages.
- The payment request was sent in for the $10,000 grant for Overdrive.
- The planned meals in the park (Feed A Reader) will switch to gift certificate donations and funds may be available for continuing the program in the fall.
- Staff will be working on ideas for an application for a just released CARES Act grant (maximum of $18,000) which provides funding for purchases needed due to the coronavirus.
- The bookdrop is currently open but advertising for that won’t begin until May 26th. Curbside pickup will begin June 3rd. Staff is currently clearing out holds and practicing what curbside pickup will look like with patrons who have current holds. More staff will be in the library starting next week, social distancing and wearing masks.

Trustees’ Reports –

Lasater has been appreciative of the books she had checked out before the shutdown, Meckes has been utilizing ebooks and magazines.
Committee Reports –

Finance: Henry reported that May’s property taxes were just received and the Library is now over its budgeted tax revenue. This puts the Library at 99% of total revenue received, with May and June still to go. In April the Library received state aid and athlete and entertainer tax revenue, as well as some income from the shop as staff were allowed to purchase items. The biggest expenses outside of personnel costs for the month were operations, which included deep cleaning of the restrooms, eMedia and summer reading programming costs. For the year 81% of the expense budget has been spent. Over $124,000 has been spent from the reserve budget, covering the costs of painting, down payments on signage, the cupola repair, some teen and YS room improvements, the new flooring and sustainability projects. Meckes made a motion to approve the committee minutes, Reyes-Jones seconded and the vote to approve was unanimous by the committee members in attendance.

Building and Grounds: Molitor reported the bike repair station and new bike rack were installed and staff have already received several compliments. She thanked O’Neal for the original idea. The new water bottle filler was installed and its counter is showing 12 bottles already saved, even with no patrons and very few staff. Deliveries of materials have slowed so we won’t be finishing all projects this week as planned. Signage installation and base board replacement will happen in June. The remaining copper beech tree did not survive the winter and had to be taken down. Both beech stumps were removed and the landscaper is working on a plan for the area.

Personnel: Meckes made a motion to approve the committee minutes, Reyes-Jones seconded and the vote to approve was unanimous by committee members.

Lasater reported on the committee’s meeting:
- They reviewed the minimum wage increases planned for the next three years and how that would affect the salaries (mainly customer service recent hires).
- They reviewed the proposed budget for personnel costs for FY 21, which included a 2.5% salary increase but a decrease in medical insurance costs due to staff changes, for an overall increase of 1.43%.
- They reviewed five year history of tax revenue, payroll costs and total operation costs and then looked at five year projections, which are keeping payroll costs in the 62-65% range of total costs.
- They then looked at the reserve funds, which are substantial and will cover any personnel costs if needed due to the coronavirus situation.

Development: Eads reported the endowment fund is currently at $1,438,413. The appeal has brought in $21,146 so far, so 85% of its goal.

Unfinished Business: None
New Business

A. Lodge FY 2021 Budget: The proposed budget for the upcoming year was provided to trustees.

B. Approve Coronavirus Response Policy: Van Herreweghe reviewed the proposed policy. Lasater made a motion to approve the policy as submitted, McLaughlin seconded and the vote to approve was unanimous by the trustees in attendance.

C. Approve the 2020-2021 Slate of Officers: Price made a motion to approve the following slate of officers: Meckes, -President, Lasater- Vice-President, Molitor- Secretary and Reyes-Jones -Treasurer, Eads seconded and the vote to approve was unanimous by the trustees in attendance.

Lasater made a motion to adjourn the regular board meeting at 5:54 pm, which was seconded by McLaughlin and passed by unanimous vote of the Trustees in attendance.

The next regular board meeting will be on Wednesday, June 17th at 5:30 pm at the Kirkwood Public Library Meeting Room, 140 E Jefferson Ave.

Respectfully submitted by Lisa Henry, Director of Operations