KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES

June 17, 2020
Zoom Virtual Meeting

Board Attendance: Clark, Eads, Lasater, Leming. McLaughlin, Meckes, Molitor, Price, Reyes-Jones
Board Absent: None
Staff Attendance: Christa Van Herreweghe, Lisa Henry
Guests: None

Call to Order

The meeting was called to order by Meckes at 5:31 p.m.

Business from the audience –

Public Comments: None
City Council: None

Minutes –

Lasater made a motion to approve the minutes of May 20th, McLaughlin seconded and the vote to approve passed by the trustees who were in attendance.

Librarian’s Report –

Van Herreweghe reported:

- Statewide - Many libraries in outstate counties have been closed only to reopen just as cases are rising in the areas. Total numbers are small but lots of nervous librarians.

- St. Louis area – SLCL has a soft opening tomorrow, St. Charles City-County Monday, several MLC libraries by Monday. We will have computer appointments starting Monday. Most will have very limited hours, we think the best way to avoid crowds is to offer the services for longer. We are doing the most curbside hours right now of any library in the area.

- MLC – The MLC received a grant for an on-line magazine platform funded for all of us. The 2021 approved budget includes a library system hosted by Polaris next year. Richmond Heights Memorial Library has a new director starting next Monday.

- KPL - CARES grant submitted for some funding to help Senior Living Facilities add wifi, along with some equipment for the library. Census data from 2018 shows
88.3% of Kirkwood households have broadband but that means 1,372 households do not. Next week patrons (10 at a time) will be allowed in to use the public computers. Next step will be to let people browse, and curbside will continue indefinitely.

**Trustees’ Reports –**

Eads has been using curbside and appreciates it. Price complimented Nick O’Neal for IT assistance and Amanda Berberich for all of her help with the city council forum. One hundred people attended the live online forum, and it was viewed over 600 times before the election. Discussion followed about the strategic plan. Several committees are working on the plans they had developed pre-shutdown and meetings will pick back up again when it is safe and prudent to do so.

**Committee Reports –**

Finance: Henry reported the board will be voting tonight on next fiscal year’s budget, based on tax revenue figures approved by the city. June bills have been paid except for the building insurance, which has not come yet, so now preparations are beginning for the audit. The revenue for May was up despite the Library being closed. The Library received another $156,000 in tax revenue, putting us at 102% to the year’s budget. The Library also received a couple of small donations, interest on one of our CD’s and the volunteers brought in some revenue through staff purchases in the shop and offsite sales of used books. Under Expenses, Operational Services included the tree removal and Janitorial Supplies included stocking up on masks and sanitizer. For the year the Library has received 101% of the total annual revenue budget and spent 91% of the total expense budget. The June budget amendments will make changes for the increase in tax revenue and decrease in internal library money coming in through passports, book sales, fines and renting out the meeting room. Under Expenses we will be adjusting for more online materials costs, and operational services such as the tree removal.

Building and Grounds: Molitor reported the signs have all arrived and are being put up this week. Baseboards were also installed on the main level so the flooring is officially done. The landscaper and Riggs will be working on a plan for the area where the copper beech trees were. Managers have been asked to create a wish list and are thinking of making an area for outdoor storytimes and space for people to sit and read.

Personnel: None.

Development: Eads reported the endowment fund is currently at $1,481,159 and donations will be sent in this week. No more appeal donations have been received.
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Unfinished Business:

A. Approve the FY 2021 Budget: Clark made a motion to approve the FY 21 Budget as submitted, Lasater seconded and the vote to approve was unanimous.

New Business

A. Approve FY 2020 Budget Amendments: Reyes-Jones made a motion to approve the budget amendments, Eads seconded and the vote to approve was unanimous.

Lasater made a motion to adjourn the regular board meeting at 6:04 pm, which was seconded by Eads and passed by unanimous vote of the Trustees.

The next regular board meeting will be on Wednesday, July 15th at 5:30 pm at the Kirkwood Public Library Meeting Room, 140 East Jefferson Ave.

Respectfully submitted by Lisa Henry, Director of Operations