

KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

February 17, 2021
Zoom Virtual Meeting

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

Board Absent: Clark

Staff Attendance: Christa Van Herreweghe, Lisa Henry

Guests: Wallace Ward, City Council Liaison

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 there will be a city council work session Thursday, focusing on the budget. Most streets have been cleaned by now.

Minutes –

Eads made a motion to approve the minutes of January 20th with the addition of Wallace Ward under guests, Molitor seconded and the vote to approve passed by the trustees in attendance.

Librarian's Report –

Van Herreweghe reported:

- State – Efforts by librarians to get bumped up on the vaccine tier has gone nowhere.
- St. Louis area – City, County, MLC and St. Charles county directors will meet on Friday to talk about next steps on opening and when it will happen.
- MLC – Health department rep attended the MLC meeting and was very informative, and open to more questions in the future.
- KPL – as part of sustainability we are looking into what it would take to add solar to our building. We have done some quick analysis of flat roof area and calculations that it would be worth our time. We are looking for funding sources. Met with Mark Petty at Kirkwood Power and he was an enthusiastic supporter and gave us good info but no financial support.
- Mel Lambert presented at a session for other librarians on libraries as partners in the entrepreneurial ecosystem.

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- Library advocacy – MLA committee is following up to send letters from libraries to new legislators. Next week there will be virtual legislator visits to build relationships.

Trustees' Reports – None.

President's Report – Meckes reported she, Molitor and Eads will be off the board in May and she will be talking with board members about positions.

Committee Reports –

Finance: Reyes-Jones reported the annual fee for Polaris and the move to hosted were paid. Year to date 83% of the revenue budget has been received and 59% of the expense budget has been spent. Budget amendments will be lodged this month to adjust for the revenue not received since the Library is not open (fines, sales, passports, etc) and to add in the revenue that has been received - state aid and athlete and entertainer tax, grants and the annual appeal. Under expenses, adjusting for high use of Overdrive, Hoopla and Kanopy and decreasing the budgets for the shop and the collection agency. Next up staff have begun working on the budget and will have figures for the personnel committee to review soon, followed by the finance committee.

Building and Grounds: Molitor reported the landscaper has kept the sidewalks and parking lot clear, the heat has been working since it was repaired and the gas bill is now accurate, the painters finished the spring touch up painting, the elevator passed its spring inspection and new trash cans have been ordered.

Personnel: No report.

Development: Price reported the annual appeal has received \$30,290 and endowment fund is at \$1,695,078. Committee met today and discussed doing the endowment grant process differently with rolling deadlines so there won't be one presentation day, and staff can apply for grants throughout the year rather than once.

Board Operations: Meckes reported for Clark that he will take any trustee feedback or ideas until this Friday. He is working on new board member orientation. Ward agreed the city is open to taking suggestions for board members. Trustees should keep in mind what skill sets are needed on the board. This committee is trying to be more proactive in finding people, developing a pipeline. Ward would like to see nonvoting people on the boards to see if they are good fits for specific boards.

Unfinished Business:

- A. Approve Updated Filming and Photography Policy: Lasater made a motion to approve the updated policy, Smith seconded and the vote to approve was unanimous.

New Business

- A. Lodge Budget Amendments: The amendments update the revenue to accurately reflect the money coming in and the expenses to better reflect what is being spent.
- B. March Meeting: Meckes suggested cancelling the March meeting and the board was in agreement.

A motion was made by Lasater and seconded by Price to adjourn the regular board meeting at 6:02 pm, which passed by unanimous vote of the Trustees in attendance.

The next regular board meeting will be on Wednesday, April 21st at **5:30** pm at the Kirkwood Public Library Meeting Room, 140 East Jefferson Ave.

Respectfully submitted by Lisa Henry, Director of Operations