

KIRKWOOD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

October 19, 2022

Kirkwood Public Library Meeting Room, 140 E Jefferson Ave

Board Attendance: Clark, Harms, McLaughlin, McKee, Pitt Kaplan, Price, Smith, Wolshock

Board Absent: Reyes-Jones

Staff Attendance: Christa Van Herreweghe, Lisa Henry, Practicum student Becky Grochmal

Guests: City Council Liaison Liz Gibbons, Keith Slusser, *Fick, Eggemeyer & Williamson*,
Tim Salzman and Jason Noakes, *Morgan Stanley*

Call to Order

The meeting was called to order by Clark at 5:00 p.m.

Business from the audience –

Public Comments: None

Gibbons reported the first vote on Kirkwood Apartments will be October 20th. Planning and Zoning is considering a new daycare on Big Bend, the community center will be undergoing an 8 million dollar renovation, city personnel may now receive 3 weeks paid parental leave, extended family care sick time and Juneteenth as a holiday, and the train station updates are still being negotiated.

Minutes: McLaughlin made a motion to approve the minutes of September 21st, Smith seconded and the vote to approve passed unanimously by the trustees in attendance.

Librarian's Report – Van Herreweghe reported:

- Secretary of State Jay Ashcroft released a proposal of a new rule beginning in July regarding libraries which blindsided the State Librarian. A comment period on the rule will begin November 15th and trustees will be encouraged to comment.
- Jason Kuhl the director of St. Charles City County Library was featured on KSDK and is becoming the local spokesperson for the book banning issues.
- The MLC sponsored a table at Tower Grove Pridefest and will be working on more similar opportunities. Several libraries also attended a demonstration of MO Evergreen Consortium, a potential new ILS opportunity.
- The city has asked for permeable pavers instead of concrete on our outside plan, which Riggs has discovered will be substantially more expensive. We are reconsidering aspects of the plan to decrease costs.
- Van Herreweghe attended MLA and presented on sustainability along with the director of Jefferson County and KC Public Library's Energy and Sustainability Officer.
- Van Herreweghe met with Kirkwood Early Childhood Center about an indoor storywalk and staff member Bob McMullen provided crafts and library information at the police

department's Police Day Out. Youth Services has been visiting local fifth grade classes and will bring back Read Attack for 4th graders this fall.

Trustees' Reports – Price attended Jigisha's podcast information presentation and a fellow attendee started their own podcast afterwards. McLaughlin's friend lost power recently and spent a day working at the Library, with positive results. Wolshock thanked Van Herreweghe for helping promote an event.

President's Report – No report.

Committee Reports –

Finance: Henry reported the finance committee met October 18th, approved their minutes and met with Slusser to discuss the audit in-depth. Under Revenue the Library has received 1% of property taxes, 61% of the interest budget, and the shop brought in \$1,899. Jane Bond also sold a large donation of record albums to Euclid Records and made over \$2,000. Under Expenses a credit for an employee who left before becoming vested will be used to pay the pension for the next few months. In September the telephone line item included the annual payment to MOREnet for internet service. The materials budget in September and October will be high as the big fall books are released for the holidays. The first debt service payment of the fiscal year was made for \$63,696.

Building and Grounds: Henry reported the landscaper has decorated the outside for the fall and the irrigation system has been turned off for the winter.

Personnel: No report.

Development: Smith reported the endowment is at 1.4 million dollars, and the appeal letter will focus on the exterior project and potentially encourage donations be made as holiday gifts.

Board Operations: McLaughlin reported on the proposed changes to the bylaws, which will add another possible year to the officer terms and clarify that trustees shall not serve more than two **full** successive terms.

Unfinished Business –

Approve Holiday and Closing Schedule 2023 – Smith made a motion to approve the schedule, Price seconded and the vote to approve was unanimous by the trustees in attendance.

Approve Bylaws Update – McLaughlin made a motion to approve the update, Wolshock seconded and the vote to approve was unanimous by the trustees in attendance.

New Business –

Lodge FY 22 Audit – Slusser reviewed the FY 22 audit findings – a clean, unmodified audit. There was a decrease in investments and materials due to book disposals, no deficiencies to

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report. Slusser discussed internal controls and the process of reviewing them. One note was regarding duplicate payroll journal entries during the changeover to Quickbooks Online.

Endowment Fund Update – Salzman and Noakes discussed the tough year (1937 was the last time it was this bad) and while the average is down 22% the Library's endowment fund is down 17 ½%. They reviewed where the money is – including Vanguard, JP Morgan, Hartford, Hancock and Blackrock and the due diligence that is utilized in overseeing the funds. Historically markets go up at the end of the calendar year so they are anticipating some improvement. Discussion followed about the controversy surrounding Blackrock and how there is no concern about the loss of Missouri affecting the company as a whole.

A motion was made by Clark and seconded by McLaughlin to adjourn the regular board meeting at 6:00 pm, which passed by unanimous vote of the Trustees in attendance.

The next regular board meeting will be on Wednesday, November 16th at **5:00** pm.

Respectfully submitted by Lisa Henry, Director of Operations